



**Minutes of the Meeting of Corfe Mullen Town Council**  
**held on Tuesday 22 April 2025 at 19:05 in the Small Hall of the Village Hall**

**Present:**                   **Councillors**  
D Sowry-House (Chair)  
P Cuckston  
S Florek  
L Hardy  
P Holland  
A Holland  
A Joyce  
J Lortie  
P Purvis

**In Attendance:**       Catherine Horsley (Town Clerk)  
Daryl Pearce (Deputy Town Clerk) - Minute Taker

**Public Participation**

There were two members of the public present, none of whom wished to speak.

**TC 24/388   Welcome to Leader of Dorset Council, Cllr Nick Ireland** – Cllr Ireland to address Council and answer any questions from members and/or public participants

Unfortunately, Cllr Ireland was unable to attend the meeting, due to attending a last-minute meeting in Westminster, London. The Clerk confirmed Cllr Ireland's address to the Council had been rescheduled to 25 November 2025.

*The two members of the public left the meeting.*

**TC 24/389   To Receive and Accept apologies for absence** (LGA 1972 s85 (1))

Apologies for absence were received and accepted from Cllrs Craven and Jefferies who had prior commitments, Cllr Bonham due to work commitments and Cllrs Neil and Papilio who were both unwell.

**TC 24/390   To Record any declarations of interest** Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

There were no declarations of interest.

**TC 24/391   Paper A – To Approve minutes of the Town Council meeting held on 25 March 2025** – LGA 1972, sch 12, para 41

The minutes of the meeting held on 25 March 2025 were **APPROVED**.

**TC 24/392   Paper B – To Approve Accounts for Payment**

It was **RESOLVED** to **APPROVE** the accounts for payment totalling £48,959.27.

## **TC 24/393 Paper C - To Approve Bank Reconciliation for March 2025**

Members raised the following query:

- Line 1025 - Pavilion Utilities: what period did the invoice relate to, as the costs appeared high. The Clerk advised the invoice was previously discussed and approved for payment in March 2025. The costs related to connection issues with the smart meter not submitting meter readings since October 2024. The smart meter was now working correctly with actual usage being invoiced.

It was **RESOLVED** to **APPROVE** the bank reconciliation for March 2025.

## **TC 24/394 Paper D – To Note the already Approved minutes of Committees:**

- Finance & Administration Committee – 7 January 2025
- Planning & Highways Committee – 11 March 2025
- Staffing Committee – 20 March 2025
- Planning & Highways Committee – 25 March 2025

The already approved minutes of committee meetings were **NOTED**.

## **TC 24/395 Paper E – To Approve Recommendations from the recent Finance & Administration Committee**

The Clerk presented the report. In addition, Cllr Lortie as Chair of the Finance & Administration Committee noted the IT related items purchased for the new Lead Youth Worker would be reimbursed by Corfe Mullen Youth Trust.

It was **RESOLVED** to **NOTE** the following:

- Budget Monitoring Report and Reserves Balances Report up to quarter ended 31 March 2025.
- Actions from the recent Internal Audit Report.
- Fund transfers from October 2024 to February 2025 from the Public Sector Deposit Fund (PSDF) to top up Co-operative Bank Operating Account.

It was **RESOLVED** to **APPROVE** the recommendations from the Finance & Administration Committee as follows:

- Cost Centre 69 – Grants/CMVH: Underspend of £31,732.67 to be transferred into Capital Earmarked Reserves retitled Council Office/Village Hall Improvements.
- Pavilion Refurbishment/Rebuild Project: £70,000 to be transferred from General Reserves to Earmarked Reserves.
- Men's Shed Initiative: Allocate any residual underspend from the 2024/25 financial year to Earmarked Reserves.
- Grants to Local Organisations Policy for the 2025/26 Financial Year.
- Purchasing IT Related Items:
  - **Replacement DECT (Digital) Phone Handsets** at a total cost of £511.25+VAT.
  - **Replacement D-Link Switch** at a total cost of £525+VAT.
  - **Additional Office Hardware/Software for New Starters** at a total Cost for hardware £2626+VAT (£1353+VAT to be reimbursed by Corfe Mullen Youth

Trust) and software £54.52+VAT per month (£27.26+VAT per month to be reimbursed by Corfe Mullen Youth Trust).

- **Office/Grounds Team Mobile** at a total annual cost of £38.16 for a 30-day rolling sim only Lebara contract.

**TC 24/396 Paper F – To Consider and Approve New Tree Management Policy**

The Deputy Clerk presented the report, noting the new policy had been drafted to ensure consistency with requests received from members of the public relating to work to be carried out on trees who were the responsibility of the Town Council.

It was noted the next 3 yearly tree inspections were due in 2026 and would included in the budget setting for the 2026/27 financial year.

It was **RESOLVED** to **APPROVE** the Tree Management Policy.

**TC 24/397 Paper G – To Consider and Approve Next Steps for Installation of Speed Indicator Devices (SIDs)**

The Clerk presented the report, reiterating the process for a Speed Indicator Device(s) (SIDs) to be installed in the village by Dorset Council Community SID Team and the number of SIDs to be purchased against the number of locations chosen.

Discussion took place relating to the suggested locations, noting the location on Blandford Road was towards Windgreen not Corfe Hill School as stated within the report. Cllr Purvis noted there were several SIDs already located on Blandford Road going towards Broadstone and any installation in this location should be co-ordinated with BCP Council in order to maximise effectiveness and avoid duplication.

Members sought clarification on the message displayed to road users on the proposed SID(s). The Clerk confirmed this information would be obtained from the approved supplier ahead of purchasing.

It was **RESOLVED** to **APPROVE** Speed Surveys at £295+VAT for the first location and £200+VAT for subsequent locations at the following locations:

- Two locations on Wimborne Road from the A31 Lake Gates roundabout towards Windgreen roundabout.
- Blandford Road from Corfe Hills School towards Windgreen roundabout.
- Springdale Road coming up from the 'Welcome to Corfe Mullen' sign.
- Two locations in the Waterloo Valley – Pardy's Hill and Waterloo Road.

Following receipt of speed surveys data from Dorset Council, Full Council to then review data and agree how to proceed with locations for purchasing of SIDs.

**TC 24/398 Paper H – To Consider and Approve the Council's Membership to the Open Spaces Society – Cllr J Bonham**

It was agreed to defer agenda item to a future meeting due to Cllr Bonham's absence.

**TC 24/399 Verbal – To Note Update on Vandalism and Anti-Social Behaviour on Town Council Sites**

The Clerk provided an update as follows:

- Graffiti on skatepark: Grounds team had tried to remove graffiti; however, unsuccessful. Therefore, an external contractor, Graffiti Doctor had been contacted to attend site and remove.
- Cogdean Elms Fingerpost: Top of finger post had been removed. External contractor who renovated the posts previously had been contacted to obtain a quotation for a replacement.

The Chair noted the recent heath fires and his work with the Dorset & Wiltshire Fire Authority in his role as Chair of the Dorset Local Performance & Scrutiny Committee and meeting scheduled with the Dorset Police & Crime Commissioner on 1 May 2025.

The update was **NOTED**.

**TC 24/400 Paper I – To Note Update on Usage of the Council’s Electronic Communications**

The Deputy Clerk presented the report, noting the data provided covered the previous 28 days.

Discussion took place relating to information shared on the Town Council’s social media channels which were predominately Grounds Team centric and whether decisions from Council meetings should be shared also using hashtags.

The update was **NOTED**.

**TC 24/401 Verbal – To Note any updates from Representatives to Outside Bodies**

Cllr Hardy confirmed there was no update from the Eastern Area Committee of Dorset Association of Parish and Town Councils (DAPTC).

Cllr Florek noted the Friends of Corfe Mullen Library raised £15.00 at the recent Corfe Mullen Village Hall Spring Craft Fair held on 22 March 2025.

**TC 24/402 Verbal - To Note the update from the Climate Change Working Party – Cllr P Neil**

Due to Cllr Neil’s absence, no update was provided.

**TC 24/403 Verbal – To Note Clerk’s Update**

The Clerk provided the following update:

- Reminder of the Electronic Communications Policy and Nolan Principles when using social media.
- Grounds Team, Corfe Mullen Village Hall Handyman/Caretaker and employee from Swanage Town Council had completed Working at Heights Training and certification. Therefore, commemorative flagpole had been installed on the front of the Council Office.
- IT related works as noted under agenda item TC 24/395 had been completed, due to tight timeframe for new starters.
- Installation of allotment raised beds was complete, albeit one plot holder had raised concerns relating to soil quality.

- Tree potting event held on 9 April 2025, was successful with up to 60 tree saplings adopted by members of the public including Cllr A Holland.
- Allotment tenants who had not signed the revised allotment tenancy agreement and/or paid their annual plot rent had been issued with Notices to Quit.
- Clerk and Senior Administrator attended the last youth club session on 4 April 2025.
- Corfe Mullen Village Hall Handyman/Caretaker was on sick leave and not anticipated to return in the short term, therefore arrangements were in place to cover cleaning in his absence.
- Next Joint Julians Bridge Working Party scheduled on 8 May 2025 to be cancelled due to clashing with Wimborne Minster Town Council's VE Day events.
- Internal Audit was due on site on 30 April 2025 to complete 2024/25 year end audit.
- Local artist, Nel Brooks confirmed she would not be proceeding with art exhibition in Corfe Mullen Village Hall to commemorate VE day.
- Richard Eastham, FERIA Urbanism, confirmed his availability to commence exploratory project for the Corfe Mullen Neighbourhood Plan in September 2025. Preliminary work to commence in July 2025 working alongside new Project & Community Engagement Officer.
- Congratulations to all members in achieving the DAPTC Triple Star Training Award during 2024/25.

The update was **NOTED**.

**TC 24/404 Verbal – To Note Mayor's Report**

The Mayor presented a joint Mayor and Dorset Councillor report under minute no. TC 24/405.

**TC 24/405 Verbal – To Note Dorset Councillors Report**

Cllrs Sowry-House and Florek provided the following update:

- Assisted emergency services during the recent heath fires with a meeting scheduled on 23 April 2025 with Dorset & Wiltshire Fire Authority to discuss recent responses. A further meeting scheduled on 1 May 2025 with the Dorset Police Crime & Commissioner to discuss the Police's response and increased anti-social behaviours in the East Dorset.
- Dorset Council Full Council meeting scheduled on 15 May 2025 motion for Dorset Council to become the first Rights Respecting Authority.
- Attended Dorset Council Eastern Area Planning Committee to represent a resident in Caesars Way relating to retrospective planning application for extension at 9 Caesars Way.
- Attended Civic events at Yeovil, Wimborne and Ferndown Town Councils.
- Formal complaint raised with Dorset Council relating to permission for yellow/black Wyatt Homes signage across East Dorset.
- Concerns raised by residents living on the Cogdean Estate relating to goal mouths on the Cogdean Elms Green Space. The issue had been reported to Dorset Council Countryside Team who manage the green space on behalf of the Dorset Wildlife Trust.
- Congratulated Cllr Hardy on being co-opted as an independent member of Dorset Council Harbours Committee.

**TC 24/406 Verbal – Matters for Forthcoming Agendas** No decisions can be taken<sup>1</sup>

There were not matters for forthcoming agendas.

**TC 24/407 To Agree a date and time for the next meeting** – The Annual Town Council meeting to be held on Tuesday 13 May 2025 at 19:00 in the Small Hall of the Village Hall, Towers Way, Corfe Mullen.

**TC 24/408 To Resolve to exclude members of the press and public** – to agree that agenda item TC 24/409 be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted under Public Bodies (Admissions to Meetings) Act 1960.

There were no members of the public present.

**TC 24/409 Paper J – To Approve Recommendations from the recent Staffing Committee**

The Clerk presented the report noting, the appointment of the Project & Community Engagement Officer, Neville Higman who commenced full time employment on 22 April 2025 on SCP 22, reporting directly to the Clerk. There were no recommendations requiring approval.

The Chair noted the appointment of a new Lead Youth Worker, AJ Fewtrell who commences with Corfe Mullen Youth Trust on 12 May 2025. An open invitation to be sent to AJ to attend 'Youth at St Nics' held on Wednesday's up to the end of the summer term to meet with young people ahead of relaunching the Youth Club in September 2025.

The update was **NOTED**.

**TC 24/410 Close of meeting at 20:22**

Signed as a correct record of the meeting.....Date .....