

## FERNDOWN TOWN COUNCIL

**Minutes of Ferndown Town Council Full Council held on Monday 21 September 2020  
7.00pm** via Microsoft Teams.

Present: Councillors J Robinson (Mayor & Chairman), J L Baxter, T J Cordery, I Flay, S Fleetham, P Hanson Graham, C A Lugg, A J Miller, M Parkes, K Stamp, & A Willis.  
Officers L Harrison (Town Clerk) & S Denton (Notetaker).

<b>117</b>	<b>Apologies for absence</b>  Apologies for absence were received from Cllrs Adkins, Stickley, Wilson and Worth. Cllr Stamp proposed that the apologies for absence be accepted, seconded by Cllr Fleetham and agreed by all.  <b>Resolved - apologies for absence from Cllrs Adkins, Stickley, Wilson and Worth were accepted.</b>
<b>118</b>	<b>Declarations of interest and dispensations</b>  Cllr Lugg declared an interest in agenda item 14 (allotment rent 2021-2022) in that she was a tenant on the allotments and would abstain from any vote.
<b>119</b>	<b>Public participation</b>  None.
<b>120</b>	<b>Updates, reports and announcements</b>  (i) Town Mayor updates: The Mayor confirmed she and the Deputy Mayor had attended a flag raising event for Merchant Navy Day on 3 September 2020.  (ii) Dorset County Councillor updates: Cllr Mrs Lugg reported that work on the new cycle way had commenced on the edge of the town (outside McDonalds on Ringwood Road) via funding from the Transforming Cities Fund.

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Signed as a true and accurate record ..... Chairman, Ferndown Town Council on .....

	<p>(iii) Local organisations, representatives and partners: The Town Clerk reported she had attended a virtual meeting of the local Climate and Ecological Support Group and confirmed that membership was predominantly parish, town and county councillors from across Dorset. The Town Clerk asked if any councillors were interested in representing Ferndown Town Council on the Group. No councillors came forward.</p>
121	<p><b>Extraordinary Full Council Minutes of 26 August 2020</b></p> <p>It was proposed by Cllr Stamp that the minutes of the meeting held on 26 August 2020 be agreed as a true and accurate record of proceedings and be duly signed by the Chairman when appropriate, seconded by Cllr Hanson Graham and agreed by all.</p> <p><b>Resolved - the minutes of the meeting held on 26 August 2020 were agreed as a true and accurate record of proceedings and were to be duly signed by the Chairman when appropriate.</b></p> <p>The Town Clerk confirmed the minutes of the Full Council meeting on 4 June 2020 were to be included on the agenda for the next Full Council meeting for consideration.</p>
122	<p><b>Matters to report from the new Town Clerk and Acting Town Clerk in relation to agenda item 5 above</b></p> <p>The Town Clerk explained the purpose of this item was to update councillors on outstanding actions from previous meetings.</p> <p>Members noted the appointment of an interim Deputy Clerk. The Town Clerk confirmed that this appointment, along with the undertaking of a staff review, would be discussed at the next meeting of the Personnel Committee.</p>
123	<p><b>Committee and Working Party minutes/notes</b></p> <p>(i) The minutes of the Planning Consultative Committee 23 June, 14 July, and 25 August 2020 were received and noted. Some Members did not have sight of the minutes of 4 August and the Town Clerk confirmed she would check this date was correct and report back to councillors. <i>The Planning Committee meeting on 4 August did take place and the Town Clerk will add the minutes to the agenda for next Full Council for consideration.</i></p>

	<p>ii) The minutes of the Recreation Leisure and Amenities Committee 7 September 2020 were received. It was noted that Cllr Stickley was not present at the meeting whereas minute 105 on page 5440 stated he had made a proposal. With this amendment the minutes were noted.</p> <p>iii) The minutes of the Barrington Centre Management Committee 4 June and 2 September 2020 were received and noted.</p> <p>iv) The minutes of the Finance and General Purposes Committee 15 June and 27 July 2020 were received and noted (Councillor's noted the dates on the agenda were incorrect).</p>
<p><b>124</b></p>	<p><b>Recommendations from Committees and Working Parties</b></p> <p>(i) Finance and General Purposes Committee</p> <p>a. Review the requirements and use of Member's tablets. Councillors discussed their IT preference to facilitate meetings, concerns regarding the purchase of previous tablets and budget provision. The Town Clerk confirmed Council's IT provider had agreed to reimburse half the cost of the purchase of tablets to FTC. The Dorset Councillors confirmed they did not require further IT equipment. It was proposed by Cllr Robinson that the Town Clerk provides three quotes for the purchase and set up of laptops for the next meeting of Full Council, seconded by Cllr Fleetham and unanimously agreed.</p> <p><b>Resolved – Town Clerk provide three quotes for the purchase and set up of laptops for the next meeting of Full Council.</b></p> <p>b. Increase the staff training budget for this financial year from £5,000 to £8,500. Cllr Hanson Graham proposed that Council increase the staff budget for this financial year from £5,000 to £8,500, seconded by Cllr Miller and unanimously agreed.</p> <p><b>Resolved - Ferndown Town Council increase the staff training budget for this financial year from £5,000 to £8,500.</b></p>
<p><b>125</b></p>	<p><b>COVID-19 Strategy and Risk Assessment</b></p> <p>Members considered the COVID-19 Policy and Risk Assessment. Cllr</p>

	<p>Parkes proposed to accept and adopt the COVID-19 Strategy and Risk Assessment, seconded by Cllr Baxter and agreed by all.</p> <p><b>Resolved - Ferndown Town Council accept and adopt the COVID-19 Strategy and Risk Assessment.</b></p>
<p><b>126</b></p>	<p><b>Vacant committee seats</b></p> <p>The Chairman confirmed the following committee vacancies: Personnel Committee one, Barrington Centre Management Committee one and Planning Committee three.</p> <p>Cllr Willis confirmed she had recently informed the Town Clerk of her resignation from the Planning Committee due to work commitments. Councillors discussed the fact that some Councillors were on several committees whilst others are only on one or two.</p> <p>A discussion took place regarding the overall membership of committees for the municipal year 2021-2021 and the Town Clerk advised that this issue could be brought back as an agenda item on the next meeting of Full Council to enable a corporate decision to be made. Cllr Parkes proposed that this issue be brought back to the next meeting of Full Council, seconded by Cllr Cordery, three in favour and six against – motion not carried.</p> <p>Cllr Lugg proposed the vacancies were to be filled by Councillors on fewer committees, seconded by Cllr Parkes with 5 in favour, 3 against, and 1 abstention.</p> <p><b>Resolved - vacancies to be filled by Councillors on fewer committees.</b></p> <p>Cllr Fleetham proposed that he sit on the Barrington Management Committee, seconded by Cllr Miller with eight in favour and one abstention.</p> <p><b>Resolved - Cllr Fleetham appointed to sit on the Barrington Management Committee.</b></p> <p>Cllr Fleetham proposed Cllr Parkes sit on Planning Consultative Committee, seconded by Cllr Willis with four in favour and four against. The Chairman used her casting vote to vote against this proposal, motion not carried.</p> <p>It was proposed by Cllr Willis that she sit on Personnel Committee, seconded by Cllr Mrs Robinson with five in favour, three against and one abstention.</p>

	<p><b>Resolved – Cllr Willis appointed to sit on the Personnel Committee.</b></p> <p>It was proposed by Cllr Stamp that she sit on the Planning Committee, seconded by Cllr Baxter and agreed by all.</p> <p><b>Resolved: Cllr Stamp appointed to sit on the Planning Committee.</b></p> <p>Members agreed that the Town Clerk should contact Cllr Adkins and Cllr Wilson and offer them the remaining two vacancies on the Planning Committee.</p>
127	<p><b>Council calendar of meetings</b></p> <p>It was agreed that KGV Full Sole Trustee's meeting and Full Council should not be on the same evening and the Town Clerk would amend the dates accordingly. The Town Clerk also advised Council that the Planning Committee dates were to be confirmed.</p> <p>Cllr Parkes proposed Ferndown Town Council approve the calendar of meetings subject to changes in dates for meetings of the Planning Consultative Committee and KGV Sole Trustees, seconded by Cllr Hanson Graham and agreed by all.</p> <p><b>Resolved – Ferndown Town Council approve the calendar of meetings subject to changes in dates for meetings of the Planning Consultative Committee and KGV Sole Trustee.</b></p>
128	<p><b>Internal Auditors report</b></p> <p>The internal auditors report was noted.</p>
129	<p><b>Forthcoming events 2020 during Covid-19</b></p> <p>(i) Remembrance Day</p> <p>The Town Clerk advised Council that virtual events were being organised by some other councils. The Chairman stated Dorset Police were unable to provide resources to organise and manage road blocks this year. It was agreed that the Town Clerk would liaise with the contact for the local Royal British Legion Club to ascertain what, if any, plans were in place for this</p>

	<p>year's event.</p> <p>ii) Christmas Lights Event</p> <p>The Chairman informed Council that the Rotary Club had made the decision not to go ahead with an event this year. It was agreed that the Town Clerk would liaise with Council's Christmas lights contractor about the possibility of switching on the Christmas lights two weeks earlier than usual, which Council hoped would enable the town to feel as festive as possible during the current pandemic (<i>confirmed 16 November</i>).</p>
<p><b>130</b></p>	<p><b>Review of allotment rent for the financial year 2021-2022.</b></p> <p>Cllr Fleetham proposed the allotment rents were not to be increased for the next financial year 2021/2022, seconded by Cllr Willis, eleven in favour with one abstention.</p> <p><b>Resolved - allotment rents were not to be increased for the next financial year 2021/2022.</b></p>
<p><b>131</b></p>	<p><b>Correspondence, training, consultations, and forthcoming meetings</b></p> <p>(i) Correspondence The Town Clerk informed Council she had received the outcome of the Code of Conduct complaints against some councillors from Dorset Council. It was agreed that the outcome would be read out at the next meeting one all councillors had been provided with a copy.</p> <p>(ii) Training The Town Clerk reminded councillors that training events had been circulated to all councillors via email.</p> <p>(iii) Consultations The Town Clerk confirmed that the Government were undertaking a consultation process on pavement parking in England. It was agreed that the Town Clerk and Cllr Willis would write a response on behalf of Ferndown Town Council and email to all councillors for final agreement and approval. The Town Clerk confirmed the Forestry England were undertaking a review of the forest land in East Dorset. It was agreed that the Natural Environment Committee would agree a response at their next meeting.</p>

132	<p><b>Date of next meetings and close of meeting</b></p> <p>Dates of meetings were noted.</p> <p>The meeting finished at 8.42 pm and the Chairman thanked everyone for their participation.</p>
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