



FERNDOWN TOWN COUNCIL

The Barrington Centre, Penny's Walk, Ferndown, Dorset BH22 9TH
TEL: (01202) 892249, email: customerservices@ferndown.gov.uk

Cllrs: R Adkins, J L Baxter, T J Cordery, I Flay, S M Fleetham, P Hanson Graham, C Lugg, A Miller, M Parkes, J Robinson (Mayor and Chairman), K Stamp, M J Stickley, N J Wellstead, A Willis, L R Wilson and H Worth.

Dear Councillor,

You are hereby summoned to attend a **FULL COUNCIL MEETING** of **Ferndown Town Council** on **Monday 25 January 2021** at **7.00pm** via Zoom for the purpose of the transaction of the business shown on the agenda below.

Link:

<https://zoom.us/j/99980750690?pwd=MEFocU91VDFWYlJBRHR0eFQrVXNsZz09>

Meeting ID: 999 8075 0690

Passcode: 558925

For further Zoom meeting information please contact the Town Clerk at townclerk@ferndown.gov.uk or call 01202 892249.

Louise Harrison, Town Clerk to Ferndown Town Council, 19 January 2021.

In accordance with the Coronavirus Act 2020, c. 7, Part 1, Local authority meetings, Section 78: Members are permitted to be present and attend a meeting without being present at the Barrington Centre together in the same place - extract from Act reads:

"The provision which may be made by virtue of subsection (1)(d) includes in particular provision for persons to attend, speak at, vote in, or otherwise participate in, local authority meetings without all of the persons, or without any of the persons, being together in the same place."

Meetings and the Public

During the period of meetings being conducted remotely and in compliance with the Coronavirus Act 2020, members of the public and press are welcome to observe this virtual meeting using the link above and encouraged to submit any questions or comments under 'Public Participation' (see item 3 below) in advance of the meeting to the Town Clerk at townclerk@ferndown.gov.uk or by post (Town Clerk, Ferndown Town Council, The Barrington Centre, Penny's Walk, Ferndown, Dorset BH22 9TH) by 9am on Monday 21 September 2020. These will then be made available to all Councillors.

This agenda may be split into two parts. Most of the business will be dealt with in Part I which is open to the public. Part II (if applicable) includes items which may be discussed in the absence of the press or public (referred to as Exempt Business), as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before Part II items are discussed.

Agenda

1. Apologies

To receive and consider for acceptance any Member apologies for absence and approve (or not) by resolution to accept and note the reason for absence.

Members are requested to send apologies to the Town Clerk prior to the start of the meeting. If a Member has not attended a meeting of Council (or its committees) or has not tendered apologies which have been accepted by Council (or committee), for six consecutive months, they are disqualified.

2. Declarations of interest and dispensations

Members and officers are invited to make any declarations of interest that they may have in relation to an item on the agenda and are reminded to make any declarations at any stage during the meeting if it becomes apparent that it may be required when a particular item or issue is considered, as required by Council's Code of Conduct.

3. Public Participation

For the public or press to ask questions of the Council on matters relating to the agenda.

4. Updates, reports and announcements

To receive and note any updates, announcements, information or reports from:

- (i) the Town Mayor,
- (ii) Dorset Council Councillor's representing Ferndown on matters of interest to the town and the local community, and
- (iii) local organisations, representatives and partners.

5. Full Council Minutes of 14 December 2020

To verify the minutes of the previous Full Council meetings 14 December 2020 (appendix 1) as a correct record and signed by the Chairman (at an appropriate time).

6. Matters to report from the new Town Clerk in relation to agenda item 5 above.

None.

7. Committee and Working Party minutes/notes.

To receive and note committee minutes and working group notes (draft or approved as appropriate):

- (i) Planning Consultative Committee 15 December and 12 January (appendix 2a and 2b).
- (ii) Personnel Committee 18 January (appendix 3 and approved policies 3a to 3f for information).
- (iii) Finance and General-Purposes Committee 11 January (appendix 4).
- (iv) Barrington Centre Management Committee 20 January (appendix 5 to follow).
- (v) Allotments Working Party 14 January (appendix 6).
- (vi) Traffic Management and Road Users Working Party 18 January (appendix 7 to follow).
- (vii) Natural Environment Committee 14 January (appendix 8).

8. Recommendations from Committees and Working Parties

- (i) Finance and General-Purposes Committee 30 November:
 - amended Standing Orders approved and adopted (appendix 9),

- amended Finance Risk Assessment was approved (appendix 10) and Full Council to note FTC publish information on FTCs website (www.ferndown.gov.uk) that complies with the Transparency Code 2015 requirements for a Council of our size.
- (ii) Barrington Centre Management Committee 20 January – to be confirmed via email following meeting. Council to note provisional hand over date with DC has been set for week commencing 8 February.
- (iii) Traffic Management and Road Users Working Party 18 January - to be confirmed via email following meeting.
- (iv) Personnel Committee 18 January:
 - “SharePoint” electronic folder system was to be used by all staff and councillors as an access point for council documents.

9. Budget and precept 1 April 2021 to 31 March 2022.

To agree the budget and precept requirement from 1 April 2021 to 31 March 2022 (appendix 11a and 11b).

10. COVID-19 Risk Assessment update

To note the verbal report from the Town Clerk in relation to the updated COVID 19 RA.

11. Parish survey

To consider a motion by Cllr Stickley: to consider the distribution of a survey to all residents of the Ferndown Community on what residents would to see done around the town and wards that Members represent.

12. Youth Centre project

To note the proposed project to be undertaken by the Youth Leader: undertake video interviews by young people of residents locally employed or running local businesses to share information and first-hand information of careers. Videos will then be posted on the Council/Youth Centre Facebook/Instagram pages (all participants would receive the same briefing, e.g. set time to describe the role/ business and full website address).

13. NALC Council Quality Award Scheme

To consider applying for NALCs Council Quality Award Scheme (appendix 12).

14. Correspondence, training, consultations and forthcoming meetings:

- (i) To note the following correspondence: letter from an insurance company regarding damage to a car (appendix 13) and verbal update from the Town Clerk regarding Council’s response.
- (ii) Surveys and consultations:
 - DC draft Local Plan – to agree Council’s method of response (visit <https://www.dorsetcouncil.gov.uk/planning-buildings-land/planning-policy/dorset-council-local-plan.aspx> for more information),
 - Dorset Council phase two parking charges review: request to identify individuals to take part in a local working group that covers Ferndown, Verwood & West Moors, including representatives from Council.
 - Dorset Council Free Parking Policy: DC intends to standardise and set a clear framework for Town and Parish Councils when applying for ‘free’ parking days’. Historically these have been used differently

in each local area, leading to ongoing perceptions of inequity, and difficulty for officers in trying to make consistent and fair decisions across the county.

The new policy aims to support local economy by giving a total of six free parking days in Dorset Council car parks made up of the following:

- (i) At the request of the Town or Parish Council free parking in all Dorset Council car parks for four days each year, for events which generate valuable footfall for that town. These four days cannot be used in December.
- (ii) At the request of the Town or Parish Council free parking in all Dorset Council Town Centre car parks for that town on one weekday in December.
- (iii) Free parking in all Dorset Council Town Centre car parks on Small Business Saturday in December.

No other days in December will be considered unless the Town Council, Local BID or other organisation(s) are willing to meet the cost of the lost income at an amount to be calculated by the Council's parking team based on average weekend costs for that time of year.

Consultation deadline 19th February 2021.

- DAPTC

(iii) Upcoming meetings:

- Planning Consultative Committee 2 and 23 February
- RLAC 8 February
- KGVMC 9 February
- F&GPC 22 February
- BCMC 24 February
- Personnel 8 March
- NEC 4 March
- Full Council 15 March

14. Close of meeting