

FERNDOWN TOWN COUNCIL

Minutes of Ferndown Town Council Full Council held on Monday 14 December 2020
7.00pm via Zoom.

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

Officers: L Harrison (Town Clerk) T Dudley (Committee Administrator) and S Denton (Minute Taker).

246	<p>Apologies for absence</p> <p>Apologies for absence were received from Cllr Stickley due to work commitments and Cllr Worth (as previously accepted due to medical reasons).</p> <p>Cllr Wilson proposed that the apologies for absence be accepted, seconded by Cllr Fleetham and agreed by all.</p> <p>Resolved - apologies for absence from Councillors Stickley and Worth were accepted.</p>
247	<p>Declarations of interest and dispensations</p> <p>None.</p>
248	<p>Public participation</p> <p>None.</p>
249	<p>Updates, Reports and Announcements</p> <p>(i) Town Mayor updates: none.</p> <p>(ii) Dorset County Councillor updates: none.</p> <p>(iii) Local organisations, representatives, and partners: none.</p>

250	<p>Full Council Minutes of 2 November 2020</p> <p>It was proposed by Cllr Stamp that the minutes of the meeting held on 2 November 2020 be agreed as a true and accurate record of proceedings and be duly signed by the Chairman when appropriate, seconded by Cllr Willis and agreed by all.</p> <p>Resolved - the minutes of the meeting held on 2 November 2020 were agreed as a true and accurate record of proceedings and were to be duly signed by the Chairman when appropriate.</p>
251	<p>Matters to report from the Town Clerk in relation to agenda item 4.</p> <p>None.</p>
252	<p>Committee and Working Party minutes/notes</p> <p>The minutes of the following minutes and notes were received and noted: Planning Consultative Committee 3 and 24 November 2020, Personnel Committee 9 November 2020, Finance and General Purposes Committee 30 November 2020, Recreation Leisure and Amenities Committee 7 December 2020, Barrington Centre Management Committee 9 December 2020, Allotment Working Party 19 November 2020. Traffic Management and Road Users Working Party 9 November 2020.</p>
253	<p>Recommendations from Committees and Working Parties</p> <p>(i) Personnel Committee 9 November 2020</p> <p>It was proposed by Cllr Parkes that the Town Clerk's recommendation contained in appendix document 9 (review of staff statements of employment) was not supported, seconded by Cllr Hanson Graham, agreed by nine, four abstaining and one against.</p> <p>Resolved: the Town Clerk's recommendations contained in appendix document 9 (review of staff statements of employment) was not supported.</p> <p>It was proposed by Cllr Willis to accept and adopt the draft Grievance</p>

Procedures, seconded by Cllr Stamp, agreed by 13 votes with one abstention.

Resolved: accept and adopt the Grievance Procedures.

(ii) Traffic Management and Road Users Working Party

It was agreed that unless a statutory reason to revisit the Speed Indicator Device (SID) business case could be demonstrated, a further request would not be considered for six months.

(iii) Finance and General Purposes Committee

It was proposed by Cllr Cordery that the Town Clerk's recommendation contained in appendix document 11 point 1 to 7 (review of councillor membership of committees) was not supported and should remain as currently stands, seconded by Cllr Wilson, agreed by 12 and 2 abstentions.

Resolved: the Town Clerk's recommendation contained in appendix document 11 (review of councillor membership of committees) was not supported and should remain as currently stands.

It was proposed by Cllr Parkes that the Town Clerk's recommendation contained in appendix 11 point 8 (re-name Planning Consultative Committee to the Planning and Road Traffic Committee, incorporating the Traffic Working Group into the re-named Committee) and all committee and working groups remain as currently stand and that they be revisited in the new municipal year, seconded by Cllr Willis, agreed by 13 and 1 abstention.

Resolved: the Town Clerk's recommendation contained in appendix 11 point 8 (re-name Planning Consultative Committee to the Planning and Road Traffic Committee, incorporating the Traffic Working Group into the re-named Committee) and all committee and working groups remain as currently stand and that they be revisited in the new municipal year.

Cllr Parkes proposed that the scheme of delegation as recommended by the Town Clerk be approved, seconded by Cllr Fleetham and agreed by all.

Resolved: the Scheme of Delegation was approved.

The draft budget for 1 April 2021 to 31 March 2022 including an assessment of the impact of COVID-19 on anticipated income and expenditure was noted by members.

(iv) Recreation Leisure and Amenities Committee 7 December 2020

It was agreed that the Recreation, Leisure and Amenities Committee would consider the options in relation to any Council owned land sale in more detail and make any recommendations to Full Council for further discussion. Cllr Hanson Graham reminded members that one site was within 400m of a Site of Special Scientific Interest (SSSI).

Exempt business

Cllr Parkes proposed, under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business (item 8 v on the agenda) on the grounds that it involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972, seconded by Cllr Willis and agreed by all.

Resolved: under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers were excluded from the meeting for the following items of business (item 8 v on the agenda) on the grounds that it involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.

(v) Barrington Centre Management Committee (BCMC)

The resolution regarding the lease arrangement was noted and discussed. The request from the BCMC for Full Council to review the Committee's Terms of Reference was noted and discussed.

Cllr Hanson Graham proposed that a 'get out' clause should be added to the Barrington Centre Management Committee's Terms of Reference to enable the Council to walk away from any lease and look for alternative premises for the Council to operate from should this be necessary, seconded by Cllr Baxter, agreed by 4, 8 against and two abstentions (motion not carried).

Cllr Parkes proposed that any discussion regarding a lease for the Barrington Centre was put on hold until such time as the BCMC could report back to Full Council with a feasibility study for the future management of the Centre, seconded by Cllr Hanson Graham and agreed by all.

	<p>Resolved: to put the issue of the Barrington Centre’s lease on hold until such time as the Management Committee could report back to Full Council with a feasibility study for the future management on the Centre.</p> <p>The Town Clerk advised that work on the Barrington Centre was scheduled for completion in approximately four weeks’ time and requested expenditure of a maximum of £5,000 to be spent on an external independent consultant to assist with the completion of the feasibility study. Cllr Parkes that that an independent consultant be engaged at a cost not exceeding £5,000 in order to prepare a feasibility study for the future management of the Barrington Centre, seconded by Cllr Miller, agreed by 11 members, 2 voted against and 1 abstained.</p> <p>Resolved: that an independent consultant be engaged at a cost not exceeding £5,000 in order to prepare a feasibility study for the future management of the Barrington Centre</p> <p>It was agreed that the meeting was taken out of Exempt Business and opened up to members of the public and press.</p>
254	<p>Review scheme of delegation during COVID-19</p> <p>Cllr Willis proposed that the Scheme of Delegation during COVID-19 be accepted, seconded by Cllr Stamp and agreed by all.</p> <p>Resolved: the Scheme of Delegation during COVID-19 was accepted and approved.</p>
255	<p>COVID-19 Risk Assessment update</p> <p>The Town Clerk updated members that the two office ‘bubbles’ had been working well for staff and this arrangement would continue along with any other relevant tier requirements as dictated by government guidelines. This update was noted by members.</p>
	<p>It was proposed by Cllr Robinson to suspend Standing Orders at 9pm in order that the remaining items on the Agenda could be discussed, seconded by Cllr Fleetham and agreed by all.</p>

256	<p>Resolved: Standing Orders suspended to facilitate discussion on the rest of the items on the agenda.</p> <p>Use of Council owned/managed buildings and political publicity</p> <p>Members considered the motion and Cllr Hanson Graham asked for the member's votes to be recorded.</p> <p>Cllr Hanson Graham proposed that all political parties should not be allowed use of council property (whether owned, managed or leased by Ferndown Town Council) for the purpose of any type of political activity as defined by Charles Arnold Baker, section 20.4 (no local authority, including parish and town councils, may publish or assist anyone financially or otherwise, to publish, by any means, any material which in whole or part appears to be designed to affect public support for a political party), the Secretary of State's Code of Recommended Practice on Publicity 2011 and the Local government Act 1968 s.2, seconded by Cllr Wilson, agreed by 6 (Cllrs Hanson Graham, L Wilson, A Miller, J Baxter, N Wellstead and K Stamp) with 8 abstentions (Cllrs Parkes, Willis, J Robinson, I Flay, C Lugg, S Fleetham, T Cordery and R Adkins).</p> <p>Resolved: all political parties were not to be allowed the use of council property (whether owned, managed or leased by Ferndown Town Council) for the purpose of any type of political activity as defined by Charles Arnold Baker, section 20.4 (no local authority, including parish and town councils, may publish or assist anyone financially or otherwise, to publish, by any means, any material which in whole or part appears to be designed to affect public support for a political party), the Secretary of State's Code of Recommended Practice on Publicity 2011 and the Local Government Act 1968 s.2.</p>
257	<p>Parish Survey</p> <p>It was agreed to defer this issue to a future meeting.</p>
258	<p>Barrington Centre Management Committee</p> <p>Cllr Parkes confirmed that he was satisfied with the documentation provided for the meeting and no further discussion was required on this item.</p> <p>It was agreed that in future all agendas and associated documents for all committee and working group meetings were to be sent out to all councillors.</p>

	<p><i>Subsequently the Town Clerk has confirmed that all councillors have access to agendas and associated documents via the electronic 'SharePoint' document folder system.</i></p>
259	<p>Annual return and Accounting statement 1 April 2019 to 31 March 2020</p> <p>Cllr Willis proposed to note the External Auditors notes and certification of completion of review on Section 3 of the Annual governance statement for 2019/20 seconded by Cllr Stamp and agreed by all.</p> <p>Resolved: note the External Auditors notes and certification of completion of review on Section 3 of the Annual governance statement for 2019/20.</p>
260	<p>Breach of Confidential Information</p> <p>The Town Clerk informed members that she had been advised of a breach of confidential information by a third-party external to Council but that third-party was unwilling to provide information that would assist in any Code of Conduct investigation for councillors or discipline procedure for staff. The Town Clerk reminded Councillors that any disclosure of confidential information was a breach of Council's Code of Conduct and confirmed she had also staff that such a breach was a discipline matter.</p> <p>This information was noted by Council.</p>
261	<p>KGV Charity Request</p> <p>Members considered a request by the KGV Management Committee and Sole Trustees of KGV for Council to take over the maintenance and responsibility of the play area and wheel park.</p> <p>It was proposed by Cllr Parkes that the legal advice received in the past regarding potential VAT liabilities should be revisited before any decision was made on this matter, seconded by Cllr Baxter and agreed by all.</p> <p>Resolved: the legal advice received in the past regarding potential VAT liabilities was to be revisited before any further decision was made on this matter.</p>

<p>262</p>	<p>Correspondence, training, consultations and forthcoming meetings.</p> <p>The correspondence from Purbeck Citizens Advice and East Dorset Citizens Advice was noted.</p> <p>The correspondence from Dorset Council in respect of the recent fatal traffic collision on Victoria Road in Ferndown was noted.</p> <p>The Town Clerk encouraged members to take part in the DAPTC survey, the link to which had already been sent in the Town Clerk’s weekly briefing.</p> <p>Dates of meetings were noted. The Planning Consultative Committee would confirm the date of the January meeting at its meeting on 15 December 2020.</p>
<p>263</p>	<p>Close of meeting</p> <p>The Chairman thanked everyone for their participation and wished everyone a Merry Christmas and Happy New Year.</p> <p>The meeting closed at 9.30pm.</p>