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VERWOOD TOWN COUNCIL  
 28<sup>th</sup> June 2023

PRESENT: Councillor Toni Coombs (Mayor)  
 Councillor Matthew Parker (Deputy Mayor)

Councillor Alan Biggs	Councillor Rev'd Julian Macro
Councillor Charmaine Crossley	Councillor Philip Mann
Councillor Lindsey Dedden	Councillor Pat Morrow
Councillor Spencer Flower	Councillor Jane Russell
Councillor Simon Gibson	Councillor Carol Traves
Councillor Elizabeth Ingram	

In Attendance: Carrie Lloyd, Town Clerk, Jan Sebire, Assistant Town Clerk  
 Public: 4

**043/23/24 CO-OPTION OF A COUNCILLOR**

Councillor Elizabeth Ingram was co-opted and signed the Declaration of Acceptance of Office.

**044/23/24 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors: Martyn Hudson, Tony Smith, Kate Stephens and Andrew Maw. Apologies for absence were received and accepted for Councillor Sandra Grove.

**045/23/24 DECLARATION OF INTERESTS**

There were none.

**046/23/24 PUBLIC QUESTIONS**

There were none.

**047/23/24 MINUTES**

The minutes of the meetings held on 22<sup>nd</sup> and 23<sup>rd</sup> May 2023 were approved and signed as a correct record.

**048/23/24 REPORT FROM DORSET COUNCILLORS**

Members noted the report as circulated. It was noted that the appeal Inquiry on Application ENF/21/0004\_1 - Land to the south west of Broadmead Road, Three Legged Cross BH21 6RW had been postponed again. Concern was expressed that this may be a Hearing rather than an Inquiry. The Town Clerk was requested to write to Dorset Council's Solicitor seeking confirmation that Dorset Council would resist any request to downgrade the Inquiry to a Hearing.

(Action: Town Clerk)

**049/23/24 UPDATES ON ACTIONS ARISING**

Members noted the updates. The Clerk advised Members that an application for Asset Transfer had now been received in relation to 057/22/23. The action item 037/22/23 had been postponed for another year pending Budget implications.

**050/23/24 POLICING UPDATES**

Members noted the updates from the Police. Councillor Crossley had met with Insp Jane Moore and had agreed that the meetings (including Cllr Mann) would continue. The resourcing problems facing the neighbourhood Team were acknowledged, however, Members were keen to see ASB problems tackled swiftly. Concern was expressed at the Three Legged Cross Horse Fair potentially being the same weekend as the Rustic Fayre. The Clerk was requested to contact licencing at Dorset Council to ascertain the exact dates and if necessary the Clerk & Councillors Crossley and Mann to impress on the Neighbourhood Team the need for resourcing in Three Legged Cross at that time.

(Action: Town Clerk)

**051/23/24 RECOMMENDATIONS FROM COMMITTEES**

Finance & Policy Committee 20<sup>th</sup> June 2023 - **RECOMMENDED** that Community & Plans Consultative Committee have delegated authority to spend within budget on matter relevant to their delegation

Councillors **RESOLVED** that this be approved.

**052/23/24 REPORT FROM THE MAYOR AND DEPUTY MAYOR**

The Mayor advised that her Civic Duties had included attending the Carnival, 2 school fairs and Christchurch Town Council Civic Service.

**053/23/24 REPORT FROM REPRESENTATIVES ON OTHER BODIES AND POLICE REPORT**

Councillor Russell advised that she had attended a Teams meeting on improvement plans for bus services, she undertook to circulate the notes from the meeting when she received them.

Cllr Dedden advised that she had attended 2 DAPTC meetings, including Verwood hosting the Eastern Area Committee. Notes from the meetings would be circulated in due course.

**054/23/24 REPORT FROM THE YOUTH WORKER**

Members noted the reports from the Youth Worker and stated that they were pleased with how well the garden project was progressing.

**055/23/24 REPORT FROM THE INTERNET COUNCILLOR**

Cllr Stephens had sent apologies that she had not been able to be as engaged as she would have liked over the last few weeks.

**056/23/24 REPORT FROM THE PRESS & P.R. COUNCILLOR**

Cllr Gibson advised Members that a quarter page had been taken out in the Rustic Fayre Programme wishing everyone attending an enjoyable day.

**057/23/24 APPROVAL OF PAYMENTS**

Members approved the payments made in May 2023.

**058/23/24 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2022/23**

Members noted the Report of the Internal Auditor and requested that the Accounts, Audit and Budget Sub Committee review its recommendations and report back to the Finance & Policy Committee in due course.

Members **RESOLVED** that;

- (i) There are no conflicts of interest with BDO LLP;
- (ii) The dates of the period for the exercise of public rights be confirmed as 3<sup>rd</sup> July 2023 - 11<sup>th</sup> August 2023;
- (iii) Section 1 - The Annual Governance Statement on Page 4 be approved and the Mayor and Clerk be authorised to sign Page 4 on behalf of the Council;
- (iv) Section 2 – Accounting Statements 2021/22 on Page 5 be approved and the Mayor and the Clerk/RFO be authorised to sign Page 5 on behalf of the Council;
- (v) The Annual Internal Audit Report 2020/21 at Page 4 be noted. At M. on the Report Members noted that the Internal Auditor had selected “no”, the Clerk had queried this and a response was awaited.
- (vi) The checklist at Page 2 be agreed.

(Action: Town Clerk)

**059/23/24 CORONATION WORKING GROUP**

Members agreed to meet at 7pm on 17<sup>th</sup> July 2023. All Members were welcome to attend.

(Action: Town Clerk)

**060/23/24 BANK ACCOUNTS AND SIGNATORIES**

Members **RESOLVED** that;

- (i) Councillors Crossley, Morrow and Smith be added to the Unity trust on-line banking signatory list; and
- (ii) Two additional accounts be set up to received and spend Solar Farm Funds.

(Action: Town Clerk)

**061/23/24 REPRESENTATION ON VERWOOD MEMORIAL HALL TRUST**

Members **RESOLVED** that Cllr Crossley should represent the Town Council on the Trust.

**062/23/24 DRAFT CALENDAR OF MEETINGS**

Members **RESOLVED** that the calendar at Appendix A to these minutes be approved.

**063/23/24 MAKING HEADSTONES SAFE**

Members noted the report of officers and **RESOLVED** that the Assistant Town Clerk look into the cost of laying down and making level with the ground and report back to the next meeting of the Council. The Clerk was requested to look into the fees and charges for burials in future years with a view to taking into account this cost in future.

(Action: Assistant Town Clerk / Town Clerk)

**064/23/24 FUTURE AGENDA ITEMS**

There were none.

The meeting closed at 8.39 p.m.

Next meeting is 25<sup>th</sup> July 2023 at 7.30pm at Town Council Offices.

.....Mayor

DRAFT

## VENUE

NOV 2023		
14	FINANCE & POLICY COMMITTEE	TOWN COUNCIL OFFICES
22	COMMUNITY & PLANS CONSULTATIVE	TOWN COUNCIL OFFICES
29	COUNCIL	THREE LEGGED CROSS VILLAGE HALL
DEC 2023		
5	INFORMAL FINANCE & POLICY COMMITTEE (BUDGETS)	TOWN COUNCIL OFFICES
12	COUNCIL	TOWN COUNCIL OFFICES
20	COMMUNITY & PLANS CONSULTATIVE	TOWN COUNCIL OFFICES
JANUARY 2024		
17	COMMUNITY & PLANS CONSULTATIVE	TOWN COUNCIL OFFICES
23	FINANCE & POLICY COMMITTEE	TOWN COUNCIL OFFICES
30	COUNCIL	TOWN COUNCIL OFFICES
FEBRUARY 2024		
14	COMMUNITY & PLANS CONSULTATIVE	TOWN COUNCIL OFFICES
21**	FINANCE & POLICY COMMITTEE	TOWN COUNCIL OFFICES
27	COUNCIL	TOWN COUNCIL OFFICES
MARCH 2024		
13	COMMUNITY & PLANS CONSULTATIVE	TOWN COUNCIL OFFICES
19	FINANCE & POLICY COMMITTEE	TOWN COUNCIL OFFICES
27	COUNCIL	THREE LEGGED CROSS VILLAGE HALL
APRIL 2024		
10	COMMUNITY & PLANS CONSULTATIVE	TOWN COUNCIL OFFICES
13	ANNUAL ASSEMBLY (?)	TBA
MAY 2024		
7	INFORMAL	TOWN COUNCIL OFFICES
13	COUNCIL (MAYOR MAKING)	TOWN COUNCIL OFFICES
14	COUNCIL	TOWN COUNCIL OFFICES
15	COMMUNITY & PLANS CONSULTATIVE	TOWN COUNCIL OFFICES
28	FINANCE & POLICY COMMITTEE	TOWN COUNCIL OFFICES