

Council Offices, Commercial Road, Weymouth, Dorset, DT4 8NG

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Councillors are hereby summoned to attend the following meeting.

Please inform the Clerk if you are unable to attend.

**NOTICE OF MEETING**

**MEETING:** Meeting of Weymouth Town Council

**DATE & TIME**: Wednesday 20 November 2019 at 7.00pm

**PLACE:** Council Offices, Commercial Road, Weymouth, DT4 8NG



This is a meeting in public, not a public meeting. If you would like to attend and have any special requirements eg access or a copy of the agenda in another format, eg large print, please contact us.

Agenda and papers are available at [www.weymouthtowncouncil.gov.uk](http://www.weymouthtowncouncil.gov.uk)

J L Biscombe, CiLCA

Town Clerk 14 November 2019 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Agenda

1. Welcome
2. Apologies
3. Declarations of Interest
4. Minutes of the last meeting
5. Councillors’ Question Time
6. Public Question Time
7. Town Mayor’s Announcements
8. Representatives on outside bodies and local updates
9. Dorset Council reports
10. Committee Minutes and Recommendations from other Committees
11. Response to Dorset Council Corporate Plan
12. Community Highways Request Policy
13. Tumbledown Farm
14. Further nominations to Working Groups
15. Governance Working Group
16. Sutton Poyntz Neighbourhood Plan
17. Information Items
* Actions List
* Forward Plan
1. **Welcome**
2. **Apologies for Absence**

To approve any apologies for absence.

1. **Declarations of Interest**

To receive Members declarations of interest in matters on the agenda

1. **Minutes of the last meeting**

To confirm the minutes of the meeting held on 16 October 2019.

**Recommendation:**

That Members approve the minutes as a true and accurate record and agree they be signed as such.

1. **Councillor’s Question Time**

No questions have been received. Prior notice preferred where possible.

1. **Public Question Time**

Questions referring to the work of Dorset Council will not be taken at this meeting.

The length of time available for public questions will be determined by the Chairman.

1. **Town Mayor’s announcements**

To receive announcements from the Town Mayor.

1. **Outside Bodies and local updates**

**Jonathan and Rebecca Edwards Housing Trust Charity**

On 22 October 2019 Cllr Huckle and Cllr Lambert attended the Trustee Meeting of the Jonathan and Rebecca Edwards Housing Trust Charity. The main items discussed were:

* The Charity’s Clerk currently attempting to complete the Land Registry of the Properties.
* There is a potential boundary dispute with a neighbouring redevelopment of a property in Wyke Road.
* A revised Service Level Agreement is being negotiated with East Boro Housing Trust for property maintenance.

**Weymouth Harbour Consultative Group**

On 11 November 2019 Cllr Huckle attended the Weymouth Harbour Consultative Group.

The Weymouth Quay Regeneration Project, a project supported by a grant of £3.5 million from the Coastal Communities Fund has commenced with the repairs to Wall D. This part of the work should be completed early in the New Year. Detailed plans are being drawn up for the remainder of the project. There is a public consultation taking place at Weymouth Library on Monday 17 November 2019 from 2.00 pm until 7.00 pm. A full condition survey of the Harbour Walls has taken place and a report is awaited. The removal of the Sea Life Tower has commenced.

1. **Dorset Council Reports**

No reports have been received.

1. **Committee Minutes and Recommendations from other Committees**

|  |  |  |  |
| --- | --- | --- | --- |
| Committee | Date | Minute Nos | Recommendations |
| Planning & Licensing  | 15/10/19 | P0077-P0085 | Highways Policy (Item 12) |
| Services Committee | 23/10/19 | S0032- S0043 | None |
| Planning & Licensing | 29/10/19 | P0086-P0094 | None |
| Finance & Governance | 06/11/19 | F0033-F0045 | None |

**Recommendation:**

That Members note the minutes for the meetings listed above.

1. **Response to Dorset Council Plan**

Councillors have considered the draft Dorset Council plan and determined the comments below.

Weymouth Town Council welcomes the opportunity to comment on this draft of the Dorset Council Plan 2020 – 2024.

**General Comments**

* We would like to see Parish and Town Council further up each of the “Who we will work” lists. This is common to all sections.
* Weymouth Town Council (WTC) would like to know how the involvement of Parish and Town Councils will be embedded across such a large organisation.
* WTC is different from usual Parish and Town Councils and we would like some recognition of this although we appreciate this is a high-level document that may not go into that level of detail.
* WTC has 11 Dorset Councillors (eight of whom are double hatters) so the communication channels and ways of working needs to be different.
* WTC aspires to be involved in DC work as a true partner, involved in co-design and co-planning, and not just consulted on strategies and plans that are already agreed.
* We bring local knowledge and experience and we could assist at the drafting stage to help improve initial drafts.
* WTC especially liked the use of infographics throughout the document

**Specific Comments**

**Understanding Dorset**

This refers to the natural historic environment as a title but then there is no further mention in the document. This should be added to the diagram section on ‘unique environment.’

**Economic Growth**

* Growth can’t be infinite. Is “sustainable” used in terms of the limits of the area or a consistent annual % growth?
* WTC would like to see renewable energy technology included with a priority of on-shore/off-shore, solar and tidal.
* Bullet point five under “How will we do it” should promote enterprise across the whole of the county, not just in DIP Enterprise Zone.
* Bullet point six under “How will we do it” should include defence
* Need to provide and improve further/higher education in Dorset. We would like to see a commitment to university level courses in Dorset.
* Apprentices must go to Yeovil or Poole to access HND type qualifications, this should be provided closer.

**Unique Environment**

* The title should include the word ‘natural’
* DC should adopt The Ramblers walking charter
* This section is generic, so it is difficult to comment, we would like to see some specifics and action plans
* The climate change emergency should be detailed in this section.
* What definition is being used for sustainable, is it about growth rates or about environment sustainability?
* WTC welcomes the commitment to tackling air quality and recognises this is a legal requirement but would like to see other environmental areas such as water, land and bioaccumulation similarly reflected.
* Bullet point two under “How will we do it” should be to deliver as well as develop
* Could DC confirm the number of AONB we have in Dorset, there is some confusion if it is two or three.
* More emphasis is needed on the heritage and historic environment

**Sustainable Housing**

* Bullet point four under “What will we do” should remove ‘work to.’
* Bullet point five under “What will we do” should remove ‘promote’ and replace with ‘mandate.’
* WTC strongly supports the Better Lives Programme
* North Quay would be an excellent site for BLP. But other sites should be explored.
* Add Community Land Trusts to ‘who will we work with’
* CLT’s to work with Healthy Homes Dorset

**Strong, Healthy Communities**

* Weymouth needs recognition and prioritisation of deprived areas. 10 out of the 11 deprived areas are in Weymouth and Portland
* Bullet Point six (additional support to communities) under “What will we do” should move up to second to recognise its importance.
* The community transport bullet point should also move up the list to reflect prioritisation.
* If DC adopts The Ramblers walking charter it should be included here.
* Childhood obesity, teenage pregnancy, alcoholism, child poverty and sports should be included specifically.
* Who will we work with – include Sport England and Active Dorset.

**Staying safe and Well**

* How will the voice of communities be reflected in work? Will this include Committees as there is no mention of governance and transparency.
* Will this feed into a communications strategy?
* WTC would like to hear DC supporting demand for a fair funding review and showing leadership in this area.
* Infographic – can we see how many children need care, not how many are getting it
* Infographic – level of development – can we have something on 16/18-year-old achievements

**Our Values, Behaviours and Principles**

* WTC would like to see a stronger commitment than ’open, accessible and accountable’
* WTC would like to see the DC Executive reflect the demographic of Councillors, currently the Cabinet is also mostly rural Councillors so urban areas are underrepresented
* Infographic – We would prefer to see ‘resident’ not ‘customer’

**Impact Assessment:**

Equalities – None

Environmental – Those inherent in the plan.

Crime and Disorder - Those inherent in the plan.

Financial - Those inherent in the plan. No direct implications for the Town Council.

Resources – Those inherent in the plan. No direct implications for the Town Council.

Economic - Those inherent in the plan.

Risk Management – Those inherent in the plan. It may assist the Town Council in formulating its own Plan to align aspirations and key priorities where possible to facilitate partnership working.

1. **Community Highways Request Policy**

Over recent months the Planning and Licensing Committee has been refining a policy to support the development of Community Highways Requests. This policy has been developed with Dorset Council Highways Officers and is supported by them. The policy is designed to ensure there is comprehensive community support for requests and that community solutions have been put in place first. The policy wording is:

**Introduction**

The purpose of this policy is to guide Councillors in assessing requests for support from the public for Highways improvements related to parking, speeding and the anti-social use of vehicles.

Weymouth Town Council is not the provider of these improvements, but Dorset Council will only consider improvements that are supported by the Town Council. Dorset Council determines which projects can move forward within the available budgets, taking into account the evidence available.

If the Town Council resolves to support a particular request, this is no guarantee that Dorset Council will be able to take action after assessing the relative need and budget available. There are many competing demands across Dorset for such interventions and Dorset Council officers will determine priorities.

In order for a request to be added to a Planning and Licensing Committee agenda for consideration the following points will need to be met:

**Submitting a request**

1. The request must be made in writing (email permitted) and include the relevant information along with a map clearly showing the area and the exact location of requested interventions.

1. Written requests must also be accompanied by the name of at least one of the local ward Town Councillors who already supports the proposal.

1. Requests without the required level of support will be returned to the requester detailing the additional information needed.

**Community Support**

1. The scheme must be supported by a minimum of 10 named residents over the age of 18, directly affected by the requested measures. For suggested speed tables or bumps etc, these should include the residents who live closest to the site of the tables or bumps. For double yellow lines and other parking restrictions, the 10 should include people who live on the section of road to be affected.

1. Written requests should detail the names, addresses and contact details of the supporters, in a similar style to a traditional petition.

1. Where the scheme affects less than 10 adult residents eg in a road with few residential properties, the Town Clerk will determine what level of support is required.

 **Speed related requests**

1. For requests regarding speed related interventions, local residents are requested to operate a community speed watch for a minimum of 6 months prior to any request being made. Community speed watch is a proven way for the community to address local speeding issues and can bring about tangible changes in driver behaviour. <https://www.dorsetroadsafe.org.uk/enforcement-operations/community-speed-watch/>

1. Members should bear in mind that if the Committee resolves to support a speed related scheme and speed data is not available for that site, WTC may be requested to fund the speed survey at a minimum cost of £250.00 per site. Dorset Council has a limited budget for surveys that it allocates to its priority sites. It is unlikely that community requests will become a priority.

Version: 01/19

Date Agreed: tbc

Review Date: tbc

**Impact Assessment:**

Equalities – None

Environmental – There may be some minor impacts on air quality.

Crime and Disorder – A reduction in speed and inappropriate parking can assist in making our roads safer.

Financial – There may be some financial impacts for WTC if additional speed assessments are requested.

Resources – None

Economic - None

Risk Management – A reduction in speed and inappropriate parking can assist in making our roads safer.

**Recommendation:**

That Councillors approve the policy for immediate use.

1. **Tumbledown Farm**

The Tumbledown Farm Working Group have met to discuss the progression of the project.

The Working Group recommend that a site survey is conducted in December 2019 at a cost of £3,000. The survey would allow some work to be started before the growing season. This would enable one field to be dug over without it affecting longer term plans and give the Council a clear indication what utility resources exist on the old stable block site. The survey would also reassure residents that after several years of indecision the Town council is committed to developing this site as a better community resource. The work would be carried out by the Dorset Council (DC) surveyor team.

Funding will be sourced from existing budgets.

There will be a community consultation on Saturday 30th November between 1100 and 1300 in Emmanuel Church Hall in Southill and all Councillors and the public are invited to contribute to the planning for this site.

**Impact Assessment:**

Equalities – None for this report. The development of Tumbledown Farm may increase the local opportunities available for some potentially socially excluded groups.

Environmental – The survey will assist the project in moving forward. The project as a whole will have positive environmental impacts. Councillors may wish to look at the impacts of the development of the site eg use of contractors, renewable energy and the minimisation of waste.

Crime and Disorder - None

Financial – This report details the financial impact of the survey. Funding from existing budgets

Resources – Low level impacts as Dc will be carrying out the work.

Economic - None

Risk Management – The survey will reduce risk by determining the utility resources and enable more detailed planning to be carried out.

**Recommendation:**

That Councillors approve the allocation of a one-off sum of £3000 for a survey at this site in December.

1. **Further nominations to Working Groups**

Further to the nominations to Working Groups agreed at the Full Council meeting held on 16th October 2019, subsequent further nominations have been received and these are as follows:

Neighbourhood Planning – Cllr Kanji

Tourism, Events, Arts and Festivals – Cllr Legg

**Impact Assessment:**

Equalities – None

Environmental - None

Crime and Disorder - None

Financial - None

Resources – None

Economic – None

Risk Management – Additional nominations will add strength and capacity to the working groups.

**Recommendation:**

Councillors are asked to agree the further nominations as above.

1. **Governance Working Group**

Councillors are asked to approve the Terms of Reference for the Governance Working Group.

**Impact Assessment:**

Equalities – None

Environmental - None

Crime and Disorder - None

Financial - None

Resources – None

Economic – None

Risk Management – Agreed Terms of Reference will ensure proper governance of working groups.

1. **Sutton Poyntz Neighbourhood Plan**

Councillors will recall receiving the Examiner’s report for the Sutton Poyntz Neighbourhood Plan at the Full Council meeting on 16 October 2019. The examiner’s recommendations have been included in a re-draft of the plan. The recommendations have been included in full and so Members will already be familiar with the changes. Should Councillors approve the plan, the process will move on to the next stage which is the referendum. Councillors will recall that the examiner determined that the area of the referendum would be the area of the Neighbourhood Plan.

**Impact Assessment:**

Equalities – None

Environmental – The plan details various environmental protections.

Crime and Disorder - None

Financial – None for WTC

Resources – None for WTC for this stage. The Council will monitor of the plan.

Economic – As detailed in the plan.

Risk Management – None

**Recommendation:**

Councillors are asked to approve the draft plan which incorporates all the examiners recommendations, including the modifications to the plan and referendum area.

1. **Information items**

**Actions from previous meetings**

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Who | Action | Status |
| 16/10/19 | MR | Develop a Community Emergency Plan in liaison with DC. Create an emergency planning page on the WTC website. | In progress – Liaising with Dorset Council Emergency Planning. |
| 16/10/19 | MR | Liaise with the local representative for the Armed Forces Covenant to bring to a future meeting of Full Council. | Full Council presentation from the Dorset Armed Forces Covenant Programme Coordinator arranged for January 2020. |
| 31/07/19 | JB | Explore actions available to the Council to tackle fly-posting and leafleting | In progress – Continuing communication with Dorset Council looking at legal position of leafleting at Swannery Car Park. |
| 31/07/19 | TW | Update on work at The Marsh including CCTV | In progress |
| 31/07/19 | JB | Report on progress on plastic free working  | In progress as part of wider work |
| 26/06/19 | MR | Developing a report on climate change impact for the Council’s activities. | Meeting held with Low Carbon Dorset (LCD). Initial LCD draft assets / transport report being updated. Waiting receipt of informed quote/cost for a full carbon assessment covering all activities/services of the Council.  |

**Forward Plan**

WTC Forward Plan – this is not a definitive list and is subject to change

|  |  |  |
| --- | --- | --- |
| Date | Meeting | Items for consideration |
| 27/11/19 | HR | Annual appraisal outcomesOptions for Enforcement Officers |
| 04/12/19 | Services | Tumbledown Farm updateCIL funding allocation |
| 17/12/19 | Full Council | Single decision meeting - To approve the appointment of the winning beach tenderers |
| 18/12/19 | F&G | Grant applicationsSpeed Indicator DevicesDraft Budget and Precept |
| 08/01/20 | Full Council | Draft Budget and PreceptPolicy ReviewArmed Forces Covenant |
| 22/01/20 | Services | Tumbledown Farm updateLeases updates |
| 05/02/20 | F&G | Grant applicationsDraft Risk AssessmentLease updatesBeach Office lettable unitsQuarterly Financial Report (Q3) |
| 19/02/20 | Full Council | Draft Risk Assessment |
| 04/03/20 | Services | Laser lighting optionsTumbledown Farm update |
| 11/03/20 | HR | Contractors and the Real Living Wage |
| 18/03/20 | F&G | Grant applicationsVacant Assets |
| 25/03/20 | Annual Meeting of the Town Council |