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.

**MEETING:** Annual Meeting of Weymouth Town Council

**DATE & TIME**: Wednesday 11 May 2022 at 7.00pm

**PLACE:** Council Chamber, Council Offices, Commercial Road, Weymouth,

 DT4 8NG

This is a meeting in public, not a public meeting.

Should members of the public and press wish to attend the meeting or ask a public question, please email office@weymouthtowncouncil.gov.uk by no later than 9am the day prior to the meeting. Agenda and papers are available at [www.weymouthtowncouncil.gov.uk](http://www.weymouthtowncouncil.gov.uk)

Attendees are asked to respect social distancing and are encouraged to wear masks if they wish. Please do not attend the meeting if you feel unwell. Attendees will be asked to sign in to assist with health and safety including fire evacuation.

J L Biscombe, FSLCC, CiLCA Town Clerk 5 May 2022 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Agenda

1. Election of Chairman (Mayor)
2. Election of Deputy Chairman (Deputy Mayor)
3. Election of Leader
4. Election of Deputy Leader
5. Apologies for absence
6. Declarations of Interest
7. Minutes of last meeting
8. Councillor Questions and Statements
9. Town Mayor’s Announcements
10. Public Questions
11. Committee Minutes and Recommendations from other Committees
12. Nomination to Committees
13. Nomination of Champion roles
14. Nominations to outside bodies
15. Confirmation of working group membership
16. Community Governance consultation from DC
17. Delegation to the Services Committee
18. Delegation to the Finance and Governance Committee
19. Information Items
* Ferry Update
* Actions from previous meetings
* WTC Forward Plan

## Election of Chairman (Mayor)

To elect the Chairman for 22/23. This item will be chaired by Cllr Colin Huckle. Following items will be chaired by the Chairman elected in this item. Following the election, the Chairman will make the following statement:

I, (state name) having been elected to the office of Chairman of Weymouth Town Council declare that I take that office upon myself and will duly and faithfully fulfil the duties of it according to the best of my judgement and ability. I undertake to observe the code as to the conduct which is expected of members of Weymouth Town Council.

## Election of Deputy Chairman (Deputy Mayor)

To elect the Deputy Chairman (Deputy Mayor) for 22/23. Following the election, the Deputy Chairman will make the following statement:

I, (state name) having been elected to the office of Deputy Chairman of Weymouth Town Council declare that I take that office upon myself and will duly and faithfully fulfil the duties of it according to the best of my judgement and ability. I undertake to observe the code as to the conduct which is expected of members of Weymouth Town Council.

## Election of Leader

Members are asked to elect a Leader.

## Election of Deputy Leader

Members are asked to elect a Deputy Leader.

## Apologies for Absence

To receive apologies for absence.

## Declarations of Interest

To receive any declarations of interest.

## Minutes of last meeting

To confirm the minutes of the meeting held on 16th March 2022.

### Recommendation:

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

## Councillor Questions and Statements

In accordance with Standing Order 29, one clear day’s notice in writing to the Clerk of the meeting is required. In the case of urgent items permission must be sought from the Chairman and the question submitted to the Clerk of the meeting by 3:00pm on the day of the meeting.

## Town Mayor’s Announcements

To receive announcements from the Mayor, and to receive an annual report from the Town Mayor 21/22, Cllr Colin Huckle.

Since the last Full Council Meeting, the Mayor 21/22 has:

Attended the WOW Youth Musical Theatre’s production of Grease at the Weymouth Pavilion including speaking with the cast after the performance.

Attended the opening of the Whitehead-Ross Educating & Consulting premises in St. Mary’s Street.

Attended the Anzac Service and laid a wreath at the Memorial on the Esplanade.

Attended the Mayor of Yeovil’s Civic Day.

Attended the Angling Society’s Junior Winter League Presentation evening.

Attended the Civic Thanksgiving Service at the Minster Church Of St. Cuthburga, Wimborne Minster.

Attended the Town Council’s Community Expo at Redlands which included the Annual Town Assembly.

The Mayor’s last duty will be to present the Mayor’s Community Awards at the Community Picnic being held on Sunday 15th May at Lodmoor Country Park from 1pm. Everybody is welcome to bring their own Picnic and meet the new Mayor as well as our local Councillors.

The Mayor would like to thank his Chaplain, Rev. Geoffrey Carey, for leading various Civic Events, his wife, Marian, who has accompanied him throughout the year, his Deputy, Councillor Ann Weaving, for attending a number of events when he was not available, the staff of the Town Council for all their help throughout the year and the many organisations who have welcomed himself and Marian to their events.

## Public Question Time

Questions referring to the work of Dorset Council or other external organisations will not be taken at this meeting. The length of time available for public questions will be determined by the Chairman.

## Committee Minutes and Recommendations from other Committees

|  |  |  |  |
| --- | --- | --- | --- |
| Committee | Date | Minute Nos | Recommendations |
| Services Committee Minutes | 02/03/22 | S0177 – S0189 | None |
| P&L Committee Minutes | 08/03/22 | P00465-P00479 | None |
| Draft HR Committee Minutes | 09/03/22 | HR0138-HR0147 | None |
| F&G Committee Minutes | 16/03/22 | F0213 – F0224 | None |
| P&L Committee Minutes | 05/04/22 | P00480-P00493 | None |
| Draft Services Committee Minutes | 13/04/22 | S0190 – S0199 | None |
| Draft F&G Committee Minutes | 27/04/22 | F0225 – F0236 | None |
| Draft P&L Committee Minutes | 03/05/22 | P00494 – P00508 | None |

### Recommendation:

Councillors are asked to note the attached minutes and recommendations of other Committees, as detailed above.

## Nomination to Committees

Members are asked to agree nominations to Committees and those Committees will then agree their Chairs and Vice-Chairs:

a) HR Committee.

b) Appeals Committee.

c) Planning and Licensing Committee.

d) Services Committee.

e) Finance and Governance Committee.

The membership of this Committee must include Chairs of the HR and Services Committees.

### Recommendation:

That Councillors:

1. agree the nominations to the HR, Appeals, Planning and Licensing, and Services Committees as tabled (Appendix A).

Following that vote the members of the HR Committee and the Services Committee will elect their Chairs who will sit on the Finance and Governance Committee.

1. agree the nominations to the Finance and Governance Committee.

Following that vote the members of the Finance and Governance Committee, the Planning and Licensing Committee, and the Appeals Committee are asked to elect their Chairs.

Please note that there is an HR Committee on 18 May, a Planning and Licensing Committee on 24 May and a Finance and Governance meeting on 01 June 2022.

## Nomination of Champion roles

In accordance with the Town Councils Standing Orders, paragraph 11, Champions can only be elected by Full Council. They will be re-elected each year. The need for Member Champions should be evaluated regularly as changes to the Council’s priorities may change the areas which need a Champion. The Council currently has two Champions:

1. Community Champion
2. Armed Forces Covenant Champion

### Recommendation:

Members are asked to:

1. Agree which Champion positions to have in 22/23
2. Agree a Community Champion
3. Agree an Armed Forces Covenant Champion

## Nominations to outside bodies

### Recommendation:

Members are asked to nominate Councillors to the following groups:

1. Dorset Association of Parish and Town Councils (DAPTC) and National Association of Local Councils (NALC) (2, plus an additional in case cover is needed) – Currently Cllr Harris, Cllr Brookes, and Cllr Huckle.
2. Harbour Board (1) – currently Cllr Huckle
3. We Are Weymouth Ltd Board (Weymouth BID)(2 years - 22/23 and 23/24) (1) – Currently Cllr Orrell
4. Two Councillors as Trustees on the JRE Charity Trust Board (2) – Currently Cllr Huckle and Cllr Lambert
5. Rights of Way Liaison Officer (1+) Currently Cllr Northam
6. Vice-President of the Holzwickede Society (1) (2 years) – No current nomination

## Confirmation of working group membership

It is anticipated that membership of the working groups will stay relatively constant to allow continuity of work. The Council’s Current Working Groups and membership are:

**Climate and Ecological Emergency (CEE) -** Cllr Harris, Cllr Lambert, Cllr Northam, Cllr James, Cllr Orrell, plus any Councillor who wishes to join

**Governance Working Group (GWG) -** Cllr Wakeling, Cllr Legg, Cllr Hamilton, Cllr Harris, Cllr Weaving

**Income Generation -** Cllr Harris, Cllr Taylor, Cllr Wakeling, Cllr Wheller, Cllr Gray

**Neighbourhood Planning -** Cllr Hamilton, Cllr Northam, Cllr Taylor, Cllr Gray, Cllr Barrow, Cllr James, Cllr Tewkesbury, Cllr Kanji

**Tumbledown Farm -** Cllr Orrell, Cllr Northam, Cllr Barrow, Cllr Lambert,

**Youth -** Cllr Fuhrmann, Cllr Harris, Cllr Hope, Cllr Weaving

The Council also has a Town Centre Multi-Agency Group comprising of Cllr Huckle, Cllr James, Cllr Whatley, Cllr Orrell, plus Dorset Council officers, Weymouth Area Development Trust, Dorset Police, Weymouth BID, Civic Society, Chamber of Commerce. It is not proposed to alter this group.

The Council also has the following task and finish groups:

* Assets
* Cleansing and Waste Contract
* Parks Strategy Development
* Local Cultural Strategy

It is not proposed to change the membership of these at this point. Councillors who wish to be involved in any of these work streams are asked to contact the Town Clerk. A budget task and finish group may be set up later in the year to assist with the 23/24 budget drafting.

Members are asked to review working groups that may be required in light of Council resources and capacity.

Working groups are asked to elect a Chair and Vice-Chair at the next working group meeting and to agree updated Terms of Reference using the agreed template. Chairs are asked to ensure that the agenda and notes for all working group meetings are sent to all Councillors, this can easily be achieved by setting up a dedicated file in SharePoint and/or sending to the Town Clerk for inclusion in the Friday round-up email. Chairs are also asked to be flexible in allowing other Councillors to attend meetings to observe or give information.

### Recommendation:

That Councillors agree any amendments to the list of Working Groups above for 22/23

## Community Governance consultation from Dorset Council

Dorset Council are currently consulting on a Community Governance review which concerns the warding within the Weymouth Town Council area, and the number of Councillors. Full details on the CGR can be found here: <https://www.dorsetcouncil.gov.uk/councillors-committees-elections/elections-and-voting/community-governance-review>. The deadline for a response is the 23 May 2022.

Cllr Wakeling has drafted a briefing paper (attached with two maps) which includes two proposals to be fed back to Dorset Council.

### Recommendation:

Councillors are asked to agree the annex, including maps, to this report as the response from Weymouth Town Council to Dorset Council’s Community Governance review.

## Delegation to the Services Committee

Due to tight timescales, it is not possible to bring nominated projects for the use of Dorset Council Community Infrastructure Levy to a Full Council meeting. Therefore, the Council is asked to delegate this to the Services Committee to determine on 25 May 2022.

### Recommendation:

That Councillors agree that the Services Committee be asked to determine which projects will be put forward by Weymouth Town Council for Dorset Council CIL funding.

## Delegation to the Finance and Governance Committee

Dorset Council have requested that Weymouth Town Council consider taking on the maintenance and insurance of six interpretation pieces linked to the Weymouth Station Gateway Project. These pieces will create a circular walk from the station (three interpretation pieces), through the pocket park adjacent to the station (one piece), to the north harbourside (one piece) and back up through the harbour area along Commercial Road (one piece)

Dorset Council are working on short timescales with Network Rail and hope to get agreements in place by the end of June.

### Recommendation:

That Councillors agree that the Finance and Governance Committee be asked to determine the Council’s level of involvement with the six interpretation boards for the Station Gateway Project.

## Information Items

### Ferry Update

Verbal update from Cllr Jan Bergman.

### Actions from last meeting

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Who | Action | Status |
| 16/02/22 | JB | Town Clerk, in her deliberations with Jonathan Mair, to request that DC give WTC prior warning when they are asking for submissions, that if double-hatters vote for a submission then it may bar them from voting at a subsequent Dorset Council meeting. | In progress – awaiting written confirmation |
| 06/10/21 | JB | Town Clerk to liaise with DC to input into a report on air quality monitoring equipment on Boot Hill. This will be brought back to the next appropriate Full Council meeting. | Ongoing |
| 13/01/21 | JB | Commence legal negotiations with regards to Rylands Lane allotments and bring legal agreement back to Full Council for signing at a later date. | In progress |
| 09/09/20 | TW | Issues around allotment holders being given notice to quit with little notice, without the right of appeal, to be considered by the Services Committee at a future meeting.  | In progress |
| 24/06/20 | GW, CH, JB | Cllrs Winter, Huckle and Bergman to report back to Full Council as work regarding a potential ferry service develops. | Ongoing |
| 19/02/20 | JB | Explore the organisation of an event in the Summer in the town centre for residents to speak with Councillors and Officers. | Being organised for 06 August |
| 20/11/19 | LW | Governance Working Group to explore the key differences and principles between WTC and DC | To be taken forward |
| 31/07/19 | TW | Update on work at The Marsh including CCTV | In progress |

### WTC Forward Plan

WTC Forward Plan – this is not a definitive list and is subject to regular change, amendment and revision.

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Meeting | Venue | Items for consideration |
| 18/05/22 | HR | Council Chamber | Alterations to working from home policyUpdates to staffingProgramme board and project management |
| 25/05/22 | Services | Council Chamber | Update on provision of RNLI life saving services on Weymouth and Greenhill BeachProposals for free use of Dorset Council carparks (1 date remaining)Radipole Park and Gardens updateSeafront masterplan updateParks and Open Spaces PlanPID – Pontoons at Greenhill BeachProjects for DC CiL funding |
| 01/06/22 | F&G | Council Chamber | Approve Governance StatementFinancial outturn 21/22Updated Standing OrdersUpdated Financial RegulationsAnnual review of Strategic PlanMedia PolicyVolunteer PolicyThe Boat – Lease VariationWaste from WTC cafes – information itemProject support |
| 22/06/22 | Full Council | TBC | Approve Governance StatementFinancial outturn 21/22Updated Standing OrdersUpdated Financial RegulationsAnnual review of Strategic PlanMedia PolicyVolunteer PolicySealing of Deed of Grant from Wessex Water |
| 06/07/22 | Services | Council Chamber |  |
| 20/07/22 | F&G | Council Chamber | Q1 Budget monitoring |
| 07/09/22 | Full Council  | TBC | Q1 Budget monitoring |
| 14/09/22 | Services | Council Chamber |  |
| 21/09/22 | HR | Council Chamber | Union recognition agreement |
| 28/09/22 | F&G | Council Chamber |  |
| 12/10/22 | Full Council | TBC |  |
| 26/10/22 | Services | Council Chamber |  |
| 09/11/22 | F&G | Council Chamber | Appointment of Internal Auditors for 21/22Q2 Budget monitoring |
| 16/11/22 | HR | Council Chamber | Establishment costs 23/24 |
| 23/11/22 | Full Council | TBC | Appointment of Internal Auditors for 21/22Q2 Budget monitoring |

### Recommendation:

Members are asked to note the information items.