The New Town Hall, Commercial Road, Weymouth, Dorset, DT4 8NG

01305 239839 - office@weymouthtowncouncil.gov.uk

**NOTICE OF MEETING**

**MEETING:** Meeting of Weymouth Town Council

**DATE & TIME**: Wednesday 22 June 2022 at 7.00pm

**PLACE:** Council Chamber, The New Town Hall, Commercial Road, Weymouth,

Dorset, DT4 8NG

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Description automatically generated

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](mailto: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)

J L Biscombe, FSLCC, CiLCA Town Clerk 16 June 2022 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Agenda

1. Welcome
2. Apologies
3. Declarations of Interest
4. Minutes of last meeting
5. Councillor Questions and Statements
6. Town Mayor’s Announcements
7. Public Questions
8. Internal Audit Report
9. Approval of the Annual Governance Statement 2021/22
10. Approval of the Accounting Statements 2021/22
11. Earmarked Reserves
12. Release of Reserves for Seafront Improvements
13. Tumbledown Governance
14. Annual Review of Corporate Plan
15. Sealing of Deed of Grant from Wessex Water
16. Information Items
17. Code of Conduct complaints against WTC Councillors
18. Actions from previous meetings
19. WTC Forward Plan
20. Exclusion of press and public
21. Redlands

## Welcome

## Apologies for Absence

To receive apologies for absence.

## Declarations of Interest

To receive any declarations of interest.

## Minutes of the last meeting

Members are asked to agree the minutes of the last meetings held on 11th May 2022 and 1st June 2022 as a true and accurate record.

### Recommendation:

That Members agree the minutes of the last meetings held on 11th May 2022 and 1st June 2022 as a true and accurate record, and 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 Town Mayor.

## 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.

## Internal Audit Report

**Purpose of the Report**

This report presents the Final Internal Audit Report which has been produced by Tim Light of Lightatouch at the conclusion of their audit work for 2021/22.

**Background**

The authority’s internal auditor, acting independently and based on an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls for the financial year ended 31 March 2022.

Based on the findings in the areas examined, the internal auditor has produced their Final Internal Audit Report for 2021/22 (Appendix A).

The following recommendations have been made:

* A review of tolerance levels between the original purchase order and invoice received for payment should be undertaken. A percentage or total sum tolerance level should be agreed, and Financial Regulations updated.
* The record of unders and overs from the beach cafe and deck chair income should be formalised. Where under and overs are recorded as part of the daily income, we recommend that these should be signed off by the Managers.

In addition, the internal auditor’s conclusions are also summarised within the Annual Internal Audit Report 2021/22 that is contained within the Annual Governance and Accountability Return (Appendix B). This report sets out the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of Weymouth Town Council.

Members are asked to note the findings and outcomes that are contained within the Final Internal Audit Report from the Internal Auditor and the Annual Internal Audit Report 2021/22 that will be included within the Annual Governance and Accountability Return that relates to the 2021/22 financial year.

**Impact Assessment**

The impact assessment is designed to give a high-level overview of the possible impacts of the decision before Councillors. The impact assessment is undertaken by Officers and Councillors may wish to take specialist advice on certain aspects.

|  |  |  |
| --- | --- | --- |
| **Rating** | **Impact area** | **Impacts** |
|  | Equalities | There are no direct impacts from this report. |
|  | Environment, Ecology and Climate Change | There are no direct impacts from this report. |
|  | Crime and Disorder | There are no direct impacts from this report. |
|  | Financial | There are no direct impacts from this report. |
|  | Resources | There are no direct impacts from this report. |
|  | Economic development | There are no direct impacts from this report. |
|  | Social Value | There are no direct impacts from this report. |
|  | Risk Management | The Councils control environment is at risk should the appropriate governance arrangements and controls not be in place. |
|  | Corporate priorities | * Manage the Council’s assets and resources responsibly and transparently. |

**Ratings:**

Red indicates that:

* there are negative impacts

Yellow indicates that:

* there is an issue that Councillors may wish to consider in more depth
* there are unanswered questions

Green indicates that:

* There are identified benefits from this decision

No colour indicates that:

* There are no direct impacts from this report

**Recommendation**

That Members note the Final Internal Audit Report from the Internal Auditor and the Annual Internal Audit Report 2021/22 that will be contained within the Annual Governance and Accountability Return 2021/22.

## Approval of the Annual Governance Statement 2021/22

**Purpose of the Report**

This report presents the Annual Governance Statement that will form part of the Annual Governance and Accountability Return (AGAR) that relates to the 2021/22 financial year. Section 1 of this return relates to the Annual Governance Statement 2021/22 (Appendix C).

**Requirements of the AGAR**

Smaller authorities are required under the Accounts and Audit Regulations 2015 to prepare accounting statements for the year ended 31 March 2022 in the form required by proper practices, as provided in the updated Joint Panel on Accountability & Governance, Governance and Accountability for smaller Authorities in England Practitioners’ Guide (JPAG).

**Annual Governance Statement (AGS)**

In accordance with the Regulations, the Council must consider the internal audit work performed and the internal audit arrangements in place between 1 April 2021 and 31 March 2022.

In addition to the assurance provided by the Internal Auditor, Councillors can be reassured that the Council has in place arrangements for ensuring that its business is conducted in accordance with the law, regulations and proper practices, and that public money is safeguarded and properly accounted, due to the Council’s adherence to the Annual Governance Statement assertions, as detailed in Appendix D.

The Annual Governance Statement 2021/22 needs to be approved by resolution in advance of approving the Accounting Statements

**Impact Assessment**

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|  |  |  |
| --- | --- | --- |
| **Rating** | **Impact area** | **Impacts** |
|  | Equalities | There are no direct impacts from this report. |
|  | Environment, Ecology and Climate Change | There are no direct impacts from this report. |
|  | Crime and Disorder | There are no direct impacts from this report. |
|  | Financial | There are no direct impacts from this report. |
|  | Resources | Town Council officer time for undertaking work to ensure the councils controls and processes are maintained to minimise the risks to the council. The Town Clerk and Deputy Town Clerk also require time to review the Annual Government Statement (AGS) and assertions to ensure the AGS is completed accurately. |
|  | Economic development | There are no direct impacts from this report. |
|  | Social Value | There are no direct impacts from this report. |
|  | Risk Management | Compliance with the Annual Governance Statement Assertions ensures the risks to the Council are controlled. |
|  | Corporate priorities | * Manage the Council’s assets and resources responsibly and transparently. |

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* there are unanswered questions

Green indicates that:

* There are identified benefits from this decision

No colour indicates that:

* There are no direct impacts from this report

**Recommendation**

That Full Council approve the Annual Governance Statement (Section 1 of the Annual Governance and Accountability Return) and that the Annual Governance Statement be signed by the Chairman and Town Clerk of this meeting.

## Approval of the Accounting Statements 2021/22

**Purpose of the Report**

This report presents the Annual Accounting Statements to Full Council, for the financial year 2021/22, in the form of the Annual Governance and Accountability Return (AGAR) (Appendix E). Section 2 relates to the Accounting Statements 2021/22.

### Accounting Statements 2021/22

The notes and guidance column within section 2 of the Annual Governance and Accountability Return (AGAR) gives information as to which areas are included within each box. These Statements have been reviewed by the Internal Auditors.

The summary net actual income and expenditure for the year is presented in Appendix F and forms the basis of Section 2 of the AGAR.

### Additional Unaudited Financial Statements

In addition to the Accounting Statements contained within the AGAR the Council has produced additional financial statements to enhance the readers understanding of the Council’s financial position as at 31 March 2022 (Appendix G and H). The Income & Expenditure Account and Balance Sheet are not subject to external audit.

### Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return

This notice will have an announcement date of 24 June 2022 giving any person interested the right to inspect the accounting records between the dates of 27 June 2022 and 5 August 2022. The full notice is shown at Appendix I.

**Impact Assessment**

The impact assessment is designed to give a high-level overview of the possible impacts of the decision before Councillors. The impact assessment is undertaken by Officers and Councillors may wish to take specialist advice on certain aspects.

|  |  |  |
| --- | --- | --- |
| **Rating** | **Impact area** | **Impacts** |
|  | Equalities | There are no direct impacts from this report. |
|  | Environment, Ecology and Climate Change | There are no direct impacts from this report. |
|  | Crime and Disorder | There are no direct impacts from this report. |
|  | Financial | There are no direct impacts from this report. |
|  | Resources | Town Council officer time for undertaking work to ensure the councils controls and processes are maintained to minimise the risks to the council. The Town Clerk and Deputy Town Clerk also require time to review the Annual Government Statement (AGS) and assertions to ensure the AGS is completed accurately. |
|  | Economic development | There are no direct impacts from this report. |
|  | Social Value | There are no direct impacts from this report. |
|  | Risk Management | Compliance with the Annual Governance Statement Assertions ensures the risks to the Council are controlled. |
|  | Corporate priorities | * Manage the Council’s assets and resources responsibly and transparently. |

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* there are unanswered questions

Green indicates that:

* There are identified benefits from this decision

No colour indicates that:

* There are no direct impacts from this report

**Recommendation**

That Full Council approve the Annual Accounting Statements for the year ending 31 March 2021 (section 2 of the Annual Governance and Accountability Return) and the Annual Statements be signed by the Chairman at this meeting.

## Earmarked Reserves

### Purpose of the Report

The purpose of this report is to consider the financial outturn position for Weymouth Town Council for the 2021/22 financial year and the balance of reserves for the year ending 31 March 2022. Members will be asked to approve the allocation of the General Unallocated Reserves to specific Earmarked Reserves as per the recommendation from Finance and Governance Committee.

### 2021/22 Outturn Position

For the year ending 31 March 2022, the underspend for the year was £314,845. This amount is currently being held in a General Unallocated Reserve. This balance will be allocated in accordance with the recommendations made today.

### Reserves

Appendix J shows the reserve balances as of 31 March 2022. The total balance of reserves totals £3,106,489.

At its meeting on 1 June 2022 the Finance and Governance Committee agreed the following recommendations to existing reserves.

1. Because of the current high inflation rates and the risk that any pay award will be above the 2% included within the 2022/23 budget it is recommended that the balance on the COVID-19/2021-22 Budget Support Reserve is reallocated to a general Budget Support Reserve to help mitigate the risk of price increases during the year.
2. It is recommended that the balance on the Parks Delayed Works Reserve is transferred to this new reserve. This reserve was created to recognise the work delayed in 2020/21 due to COVID that were then completed in 2021/22.
3. The Councils IT hardware is due to be refreshed every four to five years. Therefore, an amount is due to be set aside each year into the IT Refresh Reserve to ensure funds are available to undertake this work. The Council has just implemented a new Financial System and the one-off implementation costs are significantly less than anticipated. Therefore, it is recommended that the IT Systems Reserve and IT Refresh Reserve are combined which allows funds to be available for the refresh without the need to allocate additional funds from the 2021/22 underspend.

Members are asked to review these balances and the authority to use these reserves for the purpose previously agreed by Full Council and agree the recommended changes above.

Appendix K lists the amounts that the Finance and Governance Committee have recommended as potential reserves that could be funded from the 2021/22 underspend.

This appendix totals the amount of the General Unallocated Reserve. Members are asked to review this list as recommended by the Finance and Governance Committee and agree the reserve allocations and authority to use.

**Impact Assessment**

The impact assessment is designed to give a high-level overview of the possible impacts of the decision before Councillors. The impact assessment is undertaken by Officers and Councillors may wish to take specialist advice on certain aspects.

|  |  |  |
| --- | --- | --- |
| **Rating** | **Impact area** | **Impacts** |
|  | Equalities | There are no direct impacts from this report. |
|  | Environment, Ecology and Climate Change | There are no direct impacts from this report. |
|  | Crime and Disorder | There are no direct impacts from this report. |
|  | Financial | As set out in the report |
|  | Resources | The report sets out the resources that are available to be allocated to earmarked reserves to support projects and maintain the councils assets. |
|  | Economic development | There are no direct impacts from this report. |
|  | Social Value | There are no direct impacts from this report. |
|  | Risk Management | There are risks to council assets should Members decide not to earmark some of the earmarked reserves for the maintenance, replacement and necessary enhancements of capital assets. The delivery of the councils corporate priorities may also be effected if the resources are not made available to meet these objectives. |
|  | Corporate priorities | The allocation of reserves supports the delivery of the following corporate priorities.  • Improve the wellbeing of the people of Weymouth.  • Manage the Council’s assets and resources responsibly and transparently.  • Manage the Council’s services effectively to meet the needs to the communities we serve.  • Work to become greener and cleaner in our activities as well as supporting our communities and partners to be as green as possible  • Promote opportunities for economic success of the area.  • Strive for continuous improvement and service development.  • Work with partners to deliver our core values and strategy |

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* there are unanswered questions

Green indicates that:

* There are identified benefits from this decision

**Recommendation**

1. That the reserves balances as at 31 March 2022 of £3,106,489 be noted.
2. That the re-allocation of reserves as recommended by the Finance and Governance Committee be approved.
3. That the transfers to Specific Earmarked Reserves to be funded from the 2021/22 underspend as per Appendix K be approved.

## Release of Reserves for Seafront Improvements

### Purpose of Report

To seek Full Council approval for the release of earmarked reserves for the replacement and refurbishment of a section of Promenade railings.

### Background

In June 2021, Full Council established an earmarked reserve of £80,000 for improvements to the Promenade and beach – in particular, the reserve was to fund the phased replacement/refurbishment of the railings that run along the eastern edge of the Promenade. These metal railings are quite old and, due to the harsh environmental conditions, suffer from extensive corrosion.

In February 2022, Full Council agreed the release of £15,000 to fund an initial phase of works, in part, to develop a cost-effective technique for replacing much of the railings whilst retaining element, such as the pillars, for both financial and heritage reasons.

This first phase of work, starting at the northern end of the commenced in May and has just been completed. This work revealed a variety of practical issues / difficulties and has enable a technique to be developed that will be applied when further work is undertaken. Where possible, the posts are retained and refurbished in situ (ordering new castings would be very expensive), and then new horizontal steel bars are fixed to the posts using steel plates.

It is now requested that an additional £25,000 is released from the beach and promenade reserve to enable at least a further 70 bays of railings to be replacement and refurbished with the aim of completing the area around the Jubilee Clock. Due to the nature of the paint that is applied on site, the work needs to be completed during the summer months. It is estimated that there is a 6-week lead-in time for the delivery of steel once ordered. As a result, if the requested funds are approved in late June, then the work should be able to take place in August 2022.

**Impact Assessment**

The impact assessment is designed to give a high-level overview of the possible impacts of the decision before Councillors. The impact assessment is undertaken by Officers and Councillors may wish to take specialist advice on certain aspects.

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| --- | --- | --- |
| **Rating** | **Impact area** | **Impacts** |
|  | Equalities | N/A |
|  | Environment, Ecology and Climate Change | The work will be undertaken in such a way as to minimise the risk of any pollution to the seafront environment. |
|  | Crime and Disorder | N/A |
|  | Financial | The funding for this work will be derived from an earmarked reserve, which can only be released with the approval of Full Council. It should be noted that the price of steel is increasing and delays to the works will result in increased costs. |
|  | Resources | The works will be overseen by council staff with the Resort Team providing daily liaison to manage any disruption to the public or any events in the area (e.g. fairground rides). |
|  | Economic development | Retaining and improving he visual appearance of the seafront contributes to sustaining the visitor economy. |
|  | Social Value | N/A |
|  | Risk Management | By improving the appearance of the seafront, the council can avoid negative impacts on its reputation. |
|  | Corporate priorities | * Manage the Council’s assets and resources responsibly and transparently. * Promote opportunities for economic success of the area. |

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* there are negative impacts

Yellow indicates that:

* there is an issue that Councillors may wish to consider in more depth
* there are unanswered questions

Green indicates that:

* There are identified benefits from this decision

No colour indicates that:

* There are no direct impacts from this report

### Recommendations:

That Full Council agrees the release of £25,000 from the Beach & Promenade Reserve in order to fund works to replace and refurbish a section of railings on Weymouth seafront.

## Tumbledown Governance

To propose new governance arrangements for Tumbledown following a review of the existing arrangements and in light of project developments in the last year.

### Rationale

The current project and operational management of Tumbledown needs to be updated. There has been good progress to date due to the commitment and dedication of those working on the project, with increasing engagement of local people and community groups. This is a flagship project of the Council which has grown over the last two years with increasing demands strategically and operationally. A review is timely in response to these issues.

Tumbledown is a significant asset over a 27-acre site with woodlands, wildflower meadows, wetlands, food growing fields, including an orchard, and 5 separate farm buildings. There is an agreed vision to deliver “An inclusive greenspace which nurtures the life-giving environment to support community led growing, learning and well-being, now and for future generations.” A revised strategic plan will focus on:

1. People- including volunteers, co-workers and community groups, children & families.
2. Food production and engaging vulnerable people in supporting the local food supply.
3. Open spaces- supporting wildlife to attract local people and celebrating Tumbledown’s historical, archaeological, biodiversity value.
4. Infrastructure- future-proofing the site for roads, sewage, pathways, buildings, utilities.
5. Finance- looking at income generation, grants and capital investment of assets.
6. Marketing and Communications- celebrating our successes and sharing good news stories to build social value and connect with our local communities.

A Site Manager for Tumbledown is now in place who can focus on day to day management of the site with a focus on;

* increasing footfall,
* increasing income
* increasing food production

The Development Project Manager needs to focus on the long-term strategic vision and report on progress of the agreed project plan. Using the full potential of Tumbledown’s built environment and natural resources to form stronger links with Chesil LAG, Dorset Council and NHS including health & social care, local schools and colleges. Developing the infrastructure such as the farm buildings required to meet the future demands of the site is key to supporting the daily operations and supporting the work of the Site Manager.

**Recommended governance arrangements:**

Looking at the successful management of other high-profile project such as Radipole Park and Gardens, and taking learning from those, we suggest:

* The current Project Board is separated, and a newly formed Tumbledown Project Group (TPG) is set up to monitor progress against agreed plans that report back to the Services Committee every 3 months on any amendments to the plan that need agreeing. This group will be managed by Clive Tuck as the Development Project Manager. This group will not stray into operational matters but will remain focussed on the agreed strategic plan.
* The TPG will comprise five Councillors and up to three officers who will review the project plan and provide a steer to the Development Project Manager on progress, offering advice and expertise where possible.
* A separate Tumbledown Operational Group (TOG) is set up and managed by the Site Manager, Alan Chambers, and comprising Tara Williams (Parks and Open Spaces Manager) three Councillors, the Friends of Group and other site users e.g., Community Grow Plot tenants. This group will meet monthly and discuss issues and ideas that will inform the work of the Site Manager. This group will offer support to the site manager who remains empowered to carry out the role for which he is employed to do.
* The TOG may wish to divide it’s work into discrete areas of focus such as use of buildings, health and safety and food production.

### Impact Assessment:

The following Impact Assessment relates to the new governance proposals for Tumbledown and the creation of a Tumbledown Project Group (TPG) and a Tumbledown Operations Group (TOG) as an evolution of the original Project Board.

The impact assessment is designed to give a high-level overview of the possible impacts of the decision before Councillors. The impact assessment is undertaken by Officers. Councillors may wish to take specialist advice on certain aspects.

|  |  |  |
| --- | --- | --- |
| Rating | Impact area | Impacts |
|  | Equalities | The continued efficient functioning of the project will provide local people with learning difficulties with local options for activities and learning opportunities. The site also provides learning and volunteering opportunities for people of all ages. |
|  | Environment, Ecology and Climate Change | The new governance, offers greater focus on the work of the CEE group and making links to our strategic approach over use of renewable energies, reducing our carbon footprint and developing permaculture principles to our food production at operational level. |
|  | Crime and Disorder | There are no direct impacts from this report |
|  | Financial | There are no direct impacts from this report. |
|  | Resources | There are no direct impacts from this report. |
|  | Economic development | There are no direct impacts from this report. |
|  | Social Value | The project group will ensure activity continues to deliver social value to Weymouth and will monitor the outcome sin light of feedback from the operational group. Developing a social value measurement for the whole site based around the impact on local people in terms of health & well being scores can be used to improve our links with the local community and informs some of our marketing/comms strategies. |
|  | Risk Management | Effective governance that is fit for the stage the project is at will increase efficiencies and reduce the risk of the project stalling or having to spend time on problem solving rather than project delivery. |
|  | * Work with partners to deliver our core values and strategy. | * Tumbledown will be better able to, * Improve the wellbeing of people of Weymouth. * Manage the Council’s assets and resources responsibly and transparently * Manage the Council’s services effectively to meet the needs of the communities we serve. * Work to become greener and cleaner in our activities as well as supporting our communities and partners to be as green as possible. * Work with partners to deliver our core values and strategy. |

Ratings:

Red indicates that:

* there are negative impacts

Yellow indicates that:

* there is an issue that Councillors may wish to consider in more depth
* there are unanswered questions
* there are conflicting impacts

Green indicates that:

* There are identified benefits from this decision

No colour indicates that:

* There are no direct impacts from this report

### Recommendation:

That Councillors approve the governance arrangements detailed in the report

## Annual Review of Corporate Plan

The Corporate Plan has been passed TAG and the Finance and Governance Committee for comment. There are no updates or amendments recommended, except for updating with current information. Councillors are asked to discuss ways to mainstream the priorities into the Council’s work.

### Recommendation:

That Councillors agree any amendments to the Corporate Plan (attached at Appendix L).

## Sealing of Deed of Grant from Wessex Water

### Purpose of Report

To approve the sealing of a deed between Weymouth Town Council and Wessex Water in relation to a footpath at Miles Garden, Upwey.

### Background

The Council were approached in Spring 2022 from representatives of Morrish Homes who recently completed a development at Miles Gardens, Upwey. There is a play area and footpath which are owned by Weymouth Town Council in the area.

Morrish Homes require to put in place a deed with Wessex Water and in connection with this, Wessex Water would require access over the Weymouth Town Council footpath to the outfall discharge points. As the footpath is not adopted, the Town Council have been asked to give their consent in the deed. A copy of the deed can be found within Confidential Appendix A.

The Council’s advisors at Hampshire Legal services have reviewed the lease, and have confirmed that they are happy for us to pursue and seal.

Morrish Homes will pay the Council £672 plus vat upon sealing of the deed to cover legal costs the Council have incurred.

**Impact Assessment:**

The impact assessment is designed to give a high-level overview of the possible impacts of the decision before Councillors. The impact assessment is undertaken by Officers and Councillors may wish to take specialist advice on certain aspects.

|  |  |  |
| --- | --- | --- |
| Rating | Impact area | Impacts |
|  | Equalities | There are no direct impacts from this report. |
|  | Environment, Ecology and Climate Change | There are no direct impacts from this report. |
|  | Crime and Disorder |  |
|  | Financial | Upon sealing the Council will receive £672 + VAT to cover legal fees |
|  | Resources | Approximately 1 hour of officer time has been used so far, an additional hour of officer time would be required to complete this Deed, invoice etc |
|  | Economic development | There are no direct impacts from this report. |
|  | Social Value | There are no direct impacts from this report. |
|  | Risk Management | There are no direct impacts from this report. |
|  | Corporate priorities | * - Manage the Council’s assets and resources responsibly and transparently. |

Ratings:

Red indicates that:

* there is an issue that Councillors may wish to consider in more depth
* there are unanswered questions
* there are negative impacts

Yellow indicates that:

* There are no direct impacts from this report

Green indicates that:

* The are identified benefits from this decision

### Recommendation

The Councillors agree to seal the Deed of Grant relating to Land on the west side of Dorchester Road (and land lying to the northeast and west of Miles Gardens) Upwey Weymouth.

## Information Items

### Code of Conduct complaints against WTC Councillors

The Town Clerk was asked to bring a short information report to Full Council regarding Code of Conduct complaints against WTC Councillors.

In 19/20 there were no Code of Conduct complaints.

In 20/21 there were three complaints against three different Councillors. For two of these no further action was required, and for one an apology was sought.

In 21/22 there were six complaints. One against one Councillor, and the other five all against one other Councillor. In four complaints no further action was taken. In one complaint an apology was requested. One complaint is outstanding

The Town Clerk is working with Dorset Council to ensure the Council is informed of all Code of Conduct complaints so these can be reported as required by Standing Orders.

### Actions from last meeting

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Who | Action | Status |
| 11/05/22 | JB | Contact Senior Managers at Dorset Council regarding parking machine issues, and share update with all councillors. | Completed |
| 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. | Complete. DC are not reinstating the old monitoring station. However, DC will be trialling a new air monitoring device, and this may be at Boot Hill to monitor particulate. The monitoring will take place over 12 months. A report will be brought back in due course. |
| 13/01/21 | JB/TW | 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/KW | 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. | In progress |
| 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.

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| --- | --- | --- | --- |
| Date | Meeting | Venue | Items for consideration |
| 06/07/22 | Services | Council Chamber | Update regarding Tourist Information Centre  Future CIL funding applications – options for Sandfoot Gardens (reinstate bridge or install viewing platform)  Provision of lockers for sea swimmers at Greenhill beach. |
| 20/07/22 | F&G | Council Chamber | Q1 Budget monitoring  Updated Standing Orders  Updated Financial Regulations |
| 07/09/22 | Full Council | Council Chamber | Q1 Budget monitoring  Updated Standing Orders  Updated Financial Regulations  Media Policy  Volunteer Policy |
| 14/09/22 | Services | Council Chamber | Review of public toilet provision at The Marsh |
| 21/09/22 | HR | Council Chamber | Union recognition agreement |
| 28/09/22 | F&G | Council Chamber |  |
| 12/10/22 | Full Council | Council Chamber |  |
| 26/10/22 | Services | Council Chamber |  |
| 09/11/22 | F&G | Council Chamber | Appointment of Internal Auditors for 21/22  Q2 Budget monitoring |
| 16/11/22 | HR | Council Chamber | Establishment costs 23/24 |
| 23/11/22 | Full Council | Council Chamber | Appointment of Internal Auditors for 21/22  Q2 Budget monitoring |
| 07/12/22 | Services | Council Chamber | Budget considerations 23/24  Lighting of Jubilee Clock for 2023  Annual Festival and Events Programme 2023  Free parking allocation in association with key 2023 events |
| 21/12/22 | F&G | Council Chamber | Draft budget and precept |

### Recommendation

Members are asked to note the information items.

## Exclusion of the press and public

Under the Public Bodies (Admissions to Meetings) Act 1960 members of the public and press are required to leave the meeting due to the sensitive nature of the item next to be considered relating to Redlands.

### Recommendation:

That Councillors agree to exclude the public and press.

## Redlands

Following a significant campaign, the indoor and outdoor facilities at Redlands are to remain open. The bar area and social side of Redlands is going to remain closed as a model that requires minimal staffing is being adopted **further work on this will be done in the future** . Active Dorset are providing significant funding for the AstroTurf pitches, taking on maintenance of the grass sports fields and taking on the running of the all buildings. Dorset Council and Weymouth College are also providing funds to enable Redlands to continue to provide services. The hand over of Redlands from Weymouth College to Active Dorset is planned for the 6th September 2022.

Active Dorset have requested that Weymouth Town Council contribute to the maintenance of the site requesting both a financial contribution, and an in-kind contribution regarding a new play area taking on the maintenance costs of any new play area.

A briefing paper is contained within Confidential Appendix C.

The proposed financial business case is contained within Confidential Appendix D and shows the financial outlook for the next 3 years.

The grounds maintenance is estimated at £70,000 pa. A contribution of £35,000 for two years is suggested to Councillors, i.e. £70,000 in total. This could be funded from CIL and a completed CIL form is attached as Appendix M.

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### Impact Assessment:

The impact assessment is designed to give a high-level overview of the possible impacts of the decision before Councillors. The impact assessment is undertaken by Officers. Councillors may wish to take specialist advice on certain aspects.

|  |  |  |
| --- | --- | --- |
| Rating | Impact area | Impacts |
|  | Equalities | There are no direct impacts from this report. |
|  | Environment, Ecology and Climate Change | There are no direct impacts from this report. |
|  | Crime and Disorder | There are no direct impacts from this report. |
|  | Financial | There are direct impacts on the CIL funds held by the Council. £35,000 each year for two years.  When the details of the play area are known there will be a financial and resource impact for the Council to consider. |
|  | Resources | When the details of the play area are known there will be a financial and resource impact for the Council to consider. |
|  | Economic development | There are no direct impacts from this report. |
|  | Social Value | The continuation of the Redlands site will be a valuable resource for residents and will enable sporting and leisure activities to carry on and be developed further. |
|  | Risk Management | There are no direct impacts from this report. |
|  | Corporate priorities | * Improve the wellbeing of the people of Weymouth * Promote opportunities for economic success of the area. * Strive for continuous improvement and service development. * Work with partners to deliver our core values and strategy. |

Ratings:

Red indicates that:

* there are negative impacts

Yellow indicates that:

* there is an issue that Councillors may wish to consider in more depth
* there are unanswered questions
* there are conflicting impacts

Green indicates that:

* There are identified benefits from this decision

No colour indicates that:

* There are no direct impacts from this report

### Recommendation:

That the Town Council agrees:

1. a yearly contribution of £35,000 for 2 years (£70,000 total) from the CIL monies held by the Council,
2. that officers enter into negotiations with Active Dorset about design, installation, maintenance and safety inspection of any new play area that might be installed and reports back to Full Council when details are determined.