

THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT
Please note that meetings may be recorded

WEST MOORS TOWN COUNCIL

4 Park Way, West Moors, Dorset BH22 0HL
Tel: 01202 861044 Email: office@westmoors-tc.gov.uk



Dear Councillor

You are summoned to attend the **MEETING OF THE TOWN COUNCIL** to be held on **THURSDAY 26th JUNE 2025** at **7.30pm** in The Pavilion, Fryer Field to transact the following business:

J Weedon

Judi Weedon
Clerk

19th June 2025

Emergency Planning presentation with Nigel Osbourne from Dorset Council starting at 6:45pm

Cllr Mrs R Burke – Chair

Cllr J Staig– Vice Chair

Cllr D Green

Cllr T Salt

Cllr M Hawkes

Cllr Mrs N Senior

Cllr K Wilkes

Cllr Mrs C Holmes

Cllr D Shortell

Cllr Mrs P Yeo

Cllr J Randall

Cllr C Way

AGENDA

1. [To Receive Apologies for Absence](#)
2. [Questions from Members of the Public](#) (Public to submit questions a minimum of 24 hours prior to meeting. Any questions/representations will be read out) Public session is limited to 10 minutes
3. [To Receive Declarations of Interests and requests for Dispensations - Localism Act 2011 – Dispensations from section 31\(4\)](#)
4. [To Approve and Sign the Minutes of the Annual Town Council meeting held on Thursday 15th May 2025 \(pages 3317-3321\). To Receive any Matters Arising from them \(for information only\)](#)
5. To Approve, Adopt and Sign the following Committee meeting reports:
 - a) [Finance and General-Purpose committee](#) 22.05.25 (pages 3322-3330)
Recommendation 25/035
 - b) [Planning Consultative committee](#) 29.05.25 (pages 3331-3332)
 - c) [Planning Consultative committee](#) 19.06.25 (pages 3333-3334)
 - d) [Environment committee](#) 19.06.25 (pages 3335-3336)
6. [To Receive Clerks report](#)
7. [To Approve Accounts for Payment](#)
8. [To Receive report from visit to MOD site in West Moors](#)
9. [To Receive Report from Dorset Councillors](#)
10. [To Receive Westival Planning Update](#)

COUNCIL MINUTES ARE AVAILABLE TO VIEW AT www.westmoors-tc.gov.uk

11. [To Receive Information from Members](#)
12. [To Receive Correspondence](#)

AGENDA ITEM 1 – Apologies for Absence

The Clerk will give the apologies for those councillors who have given prior notice that they are unable to attend the meeting.

PLEASE NOTE: That a reason for all future apologies for non-attendance at meetings will be required. This is part of the Local Government Act 1972 s 85(3) and Sch 12 para 40. The reason for the apology will be noted in the minutes.

AGENDA ITEM 2 – Questions from Members of the Public

Public are required to submit questions a minimum of 24 hours prior to meeting. Please note that the meeting is by law 'a meeting held in public, not a 'public meeting'. The law gives members of the public the right to attend and observe but not to speak. Any questions/representations received will be read out) Public session is limited to 10 minutes

AGENDA ITEM 3 – Declarations of Interests

If an item appears on the agenda that a member holds a pecuniary interest in, as stated on their registration of pecuniary interest form, they must declare that interest and follow the rules set out in the Code of Conduct.

If any member is in any doubt whether to declare an interest, please speak to the clerk.

AGENDA ITEM 4 – APPROVE COUNCIL MINUTES 15.05.25

3317

WEST MOORS TOWN COUNCIL

MINUTES of the **ANNUAL TOWN COUNCIL MEETING** held on Thursday 15th May 2025 in
The Pavilion, Fryer Field at 7.30pm.

PRESENT:

Cllr Mrs R Burke	Cllr M Hawkes	Cllr Mrs C Holmes
Cllr T Salt	Cllr Mrs N Senior	Cllr J Staig
Cllr C Way	Cllr K Wilkes	Cllr Mrs P Yeo

OTHERS PRESENT: Mrs Judi Weedon, Town Clerk
Mrs Nadine Hancock, Assistant to the Clerk

APOLOGIES:

Cllr D Green	Cllr D Shortell	Cllr J Randall
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(reasons for apologies were noted)
Dorset Councillor A Skeats

- 25/001 TO ELECT A CHAIRMAN OF THE COUNCIL FOR THE YEAR MAY 2025 TO MAY 2026**
Cllr Mrs R Burke was proposed and seconded,
It was
RESOLVED to suspend Standing Order 1ee and after a vote Cllr Mrs R Burke was duly elected Chairman to the Council.
- 25/002 TO RECEIVE THE DECLARATION OF ACCEPTANCE OF OFFICE BY THE CHAIRMAN**
Cllr Mrs R Burke signed the Declaration of Acceptance of Office as Chairman and the Clerk received it.
- 25/003 TO ELECT A VICE CHAIRMAN OF THE COUNCIL**
Cllr J Staig was proposed and seconded, after a vote Cllr J Staig was duly elected Vice Chairman to the Council.
- 25/004 QUESTIONS FROM MEMBERS OF THE PUBLIC**
None
- 25/005 TO RECEIVE DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS – LOCALISM ACT 2011 – DISPENSATIONS FROM SECTION 31(4)**
None
- 25/006 TO APPOINT STANDING COMMITTEES**
It was **RESOLVED** that the committees be appointed as follows:

Finance and GP	Environment	Planning Consultative	Complaints Sub-Committee
Cllr M Hawkes	Cllr Mrs R Burke	Cllr Mrs R Burke	Cllr D Green
Cllr Mrs C Holmes	Cllr D Green	Cllr D Green	Cllr Mrs C Holmes
Cllr J Randall	Cllr M Hawkes	Cllr M Hawkes	Cllr Mrs N Senior
Cllr Mrs N Senior	Cllr Mrs C Holmes	Cllr J Randall	Cllr J Staig
Cllr D Shortell	Cllr J Randall	Cllr T Salt	Cllr K Wilkes
Cllr J Staig	Cllr T Salt	Cllr Mrs N Senior	Cllr Mrs P Yeo
Cllr C Way	Cllr D Shortell	Cllr C Way	
Cllr K Wilkes	Cllr J Staig	Cllr K Wilkes	
Cllr Mrs P Yeo	Cllr Mrs P Yeo	Cllr Mrs P Yeo	
Quorum 4	Quorum 4	Quorum 4	Quorum 3 (from 6)

25/007 TO APPOINT WORKING PARTY MEMBERS AND OTHER COUNCIL GROUPS/ RESPONSIBILITIES

It was **RESOLVED** that members are appointed as follows:

Good Citizen Award Panel
Cllr Mrs R Burke
Cllr Mrs C Holmes
Cllr J Randall
Cllr Mrs N Senior

25/008 TO APPOINT REPRESENTATIVES OF THE COUNCIL TO OUTSIDE BODIES

It was **RESOLVED** that representatives be appointed as follows:

Position	No. of reps required	
DAPTC:		
Town and Larger Parish Committee	2	Cllr C Way, Cllr K Wilkes
Eastern Area Committee	2	Cllr C Way, Cllr K Wilkes
Youth Club Liaison Representative	1	Cllr C Way
Allotment Association Representative	1	Cllr Mrs N Senior
Dementia Friends	1	Cllr Mrs P Yeo

25/009 TO APPROVE AND SIGN MINUTES OF THE TOWN COUNCIL MEETING HELD ON 24th April 2025

Having been circulated, the minutes on pages 3306-3310 were agreed, adopted and signed.

25/010 TO APPROVE, ADOPT AND SIGN COMMITTEE MEETING MINUTES

- a. **The Report of the Planning Consultative Committee** held on the 1st May 2025, pages 3311-3313 as circulated, was confirmed, adopted and signed.
- b. **The Report of the Environment Committee** held on the 1st May 2025, pages 3314-3316 as circulated, was confirmed, adopted and signed.

25/011 TO RECEIVE TOWN CLERKS REPORT

- a. Members were asked to check their register of interests to ensure they are up to date.
- b. Members were asked to check their bio on the website to ensure they are still up to date.
- c. All accounts and AGAR were sent to BDO on the 29th April.
- d. Asset Transfers: After chasing once again, the Clerk and Chair will be meeting a DC officer to discuss the outstanding transfers of land after DC now have more resources available for this. Members requested that the greenspace at the end of Weavers Close is asked to be considered for transfer.
- e. The next litter pick is scheduled for the 7th June, Cllr Salt will be managing the litter pick on the day.

- f. The clerk reported on attendance at a meeting of clerks arranged by DAPTC and Dorset Council to look at the 'Fresh Start report' and discuss better ways of working with DC.

25/012 ACCOUNTS FOR PAYMENT

It was

RESOLVED that the accounts for payment be approved as attached on page 3321 of these minutes. (Cllr's Yeo and Senior to authorise the electronic payments)

Voting: unanimous

25/013 CODE OF CONDUCT

Members reviewed the Code of Conduct and agreed unanimously that it was still fit for purpose and no changes were required.

25/014 DELEGATION ARRANGEMENTS

Members reviewed the delegation arrangements for the Council and it was

RESOLVED that the delegation arrangements as presented be approved.

Voting: unanimous

25/015 SERVICES PROVIDED

Members reviewed contracts and agreements for services provided which are in place, with the addition to water hygiene testing, these were noted and agreed.

25/016 WESTIVAL UPDATE

Members received verbal Westival update, which was noted.

25/017 DORSET COUNCILLOR REPORT

No report was received from the Dorset Councillors.

25/018 INFORMATION FROM MEMBERS

Cllr Mrs P Yeo reported on her attendance at the Dementia breakfast held at Brook View.

Cllr Way reported on the progress at the youth club, with internal reorganisation and external garden work. It was reported that under the new youth leader, numbers of attendees appear to be increasing. It was further reported that the youth club would be rebranding later in the year.

Cllr Mrs C Holmes thanked the council for organising the VE day events. She commented on how much work the Pinehurst Community Church does for the younger people in West Moors. Cllr Holmes also asked the best way to recycle blister packs, it was noted that the Castleman Community Larder have a collection point as does Boots in Ferndown Sainsburys.

Cllr Mrs N Senior commented on the new pathway to the allotments, it was noted that Sturts Farm had been thanked for this.

Cllr Salt reported that Speed watch has held 106 sessions, counted 68956 vehicles during these sessions, reported 857 vehicles for speeding, 19 vehicles had been caught twice and one vehicle three times.

He further reported on speeding issues in Glenwood Road with 5 or 6 persistent offenders, this was being dealt with by the police.

Cllr Salt went on to ask if the Town Council could approach More Bus to increase services to West Moors as the early buses from Ferndown to West Moors are always full. Members discussed if it may be worthwhile talking to neighbouring Towns and Parishes to see if they would be interested in providing a community bus service.

3320

Cllr Staig informed members that after the last council meeting discussion about the poor service at the doctor's surgery, he had found out the best way to contact the surgery to ask for a meeting. Members asked if there are minimum requirement that doctors surgery have to provide.

Cllr Staig further reported that he had received some very positive feedback from a football club about dealing with the council office.

25/019 CORRESPONDENCE

All important and informative correspondence is emailed to Councillors as it arrives.

The Chair declared the meeting closed at 20.20 hrs

The next meeting of the Town Council will be held on 26th June 2025 at 19:30hrs

SIGNED DATE
Chair

Payments authorised in between meetings			
EB 02.05	£367.36	01.05.25	Gallagher - Annual Cyber insurance
Payment list dated 15.05.2025			
Payment method	Invoice amount	Invoice date	Details
EB 19.05	£81.60	23.04.25	SafeZone Fire and Security - Call out to CCTV at FF
EB 19.05	£15.59	23.04.25	Business Supplies Group - Stationary
EB 19.05	£180.00	23.04.25	A Evans - Buy back of cemetery plot
EB 19.05	£4.62	24.04.25	City Plumbing - Tap for cemetery
EB 19.05	£27.50	25.05.25	Royal British Legion - Wreath for VE Day
EB 19.05	£325.00	25.04.25	Krazy Kev - Westival booking fee
EB 19.05	£74.64	25.04.25	Ecohound - Dog waste bags
EB 19.05	£96.00	25.04.25	NALC - Accreditation Fee for Silver Local Council Award
EB 19.05	£1,858.00	23.04.25	APM - Car Park relining
EB 19.05	£44.00	01.05.25	Mr Lyons - Payment of allotment invoice in error (paid twice) - Refund of second payment
EB 19.05	£1,590.40	28.04.25	Terraforma - Grounds maintenance for April
EB 19.05	£180.00	02.05.25	Kendrick Fencing - replacement allotment gate post
EB 19.05	£55.00	02.05.25	Pinehurst Community Church - Hall hire on 08.05.25 for VE Day
EB 19.05	£1,020.00	09.05.25	Archway Wrought Iron - Security gate for public toilets
EB 19.05	£70.00	08.05.25	Sally Vintage Singer - Singer for VE Day event
EB 19.05	£647.18	02.05.25	Peter Ridley Waste - Food waste bags
EB 19.05	£58.00	12.05.25	Williams Monumental - Fee paid in error being refunded
EB 19.05	£220.00	12.05.25	Limecoast Catering - VE Day catering
EB 30.05	£1,858.05	12.05.25	HM Revenue and Customs - Tax and NI - Month 2
EB 30.05	£1,739.91	12.05.25	Dorset Council - Pension contributions- Month 2
EB 30.05	£4,684.87	12.05.25	Staff Salaries - Month 2
TOTAL	£14,830.36		
Direct Debits and Debit Card payments			
Payment method	Invoice amount	Invoice date	Details
DD 28.04	£167.49	14.04.25	SSE - Electricity charges for public toilets (final invoice from SSE) - 21.01.25 to 31.03.25
DD 09.05	£18.00	09.05.25	Sage - Payroll software
DD 18.05	£14.09	11.04.25	Lloyds Bank - Service charge 10.03.25 to 09.04.25
DD 22.05	£46.56	02.05.25	Source for Business - Water supply at allotments 03.04.25 to 01.05.25
DC 07.05	£21.79	07.05.25	Lidl - Refreshments etc for VE Day celebration
DC 12.05	£52.48	12.05.25	Vistaprint - Posters for Westival
DC 13.05	£59.89	13.05.25	Locks Direct - 4 x keyed alike padlocks
DC 12.05	£533.98	12.05.25	Lathams Steel Doors - New door for floodlight control box
Total	£914.28		

3322

WEST MOORS TOWN COUNCIL

**MINUTES of the FINANCE & GENERAL PURPOSES COMMITTEE held on
THURSDAY 22nd MAY 2025 in the Pavilion, Fryer Field at 7.30pm.**

PRESENT: Cllr M Hawkes Cllr Mrs C Holmes Cllr J Randall
Cllr Mrs N Senior Cllr D Shortell Cllr C Way
Cllr K Wilkes

OTHERS PRESENT: Judi Weedon, Town Clerk

APOLOGIES: Cllr J Staig Cllr Mrs P Yeo
(reasons for absence were noted)

25/020 TO ELECT A COMMITTEE CHAIRMAN THE YEAR MAY 2025 TO MAY 2026
Cllr C Way was proposed and seconded, and duly elected committee chairman.

25/021 TO ELECT A VICE COMMITTEE CHAIRMAN THE YEAR MAY 2025 TO MAY 2026
In her absence, but with prior consent Cllr Mrs P Yeo was proposed and seconded, and duly elected committee vice chairman.

25/022 QUESTIONS FROM MEMBERS OF THE PUBLIC
None

25/023 DECLARATIONS OF INTEREST/DISPENSATIONS
None

25/024 TO RECEIVE THE CLERK'S REPORT
a) Lloyds Bank: Other banking providers are yet to be researched and considered. The service fee is currently working out at around £14 per month.
b) All documents for the year end were submitted to BDO on the 29th April. BDO will not look at the accounts until the public rights period has ended, which is the 14th July.

25/025 TO RECEIVE FINANCIAL INFORMATION
a) Members received bank reconciliations up to 30th April 2025, as attached on page 3324 of the minutes.
b) Internal Controls: Members received income reports for April. Bank statements and petty cash up to 30th April have been inspected and checked by the Chair, Cllr C Way.
c) Budget Comparison: Members reviewed the budget comparison to 30th April 2025 (final quarter), as attached on pages 3325-3329 of these minutes. They were content with the general reserve figure at the end of the financial year.
d) CCLA Information was noted.

25/026 EARMARKED FUNDS
Members reviewed the current earmarked funds, no changes were requested.

25/027 COMMUNITY INFRASTRUCTURE LEVY REPORT 2024/25
Members noted the report and went on to discuss how the CIL funds currently held should be spent. It was suggested that the CIL funds should form the basis for a fund for a new MUGA, members agreed that this was a suitable suggestion.

25/028 BANK MANDATE
Members reviewed for bank mandate for all accounts held and agreed that no changes were required.

25/029 ACCOUNTS FOR PAYMENT

It was

RESOLVED that the accounts for payment be approved as attached on page 3330 of the minutes. Cllr's Senior and Wilkes to authorise the electronic payments.

Voting: Unanimous

25/030 INVESTMENT STRATEGY

Members reviewed the investment strategy, minor amendments were made in relation to name changes in government departments, but no changes to the body of the documents were suggested.

25/031 STRATEGIC PLAN

Members discussed the Promoting West Moors and Enhancing Town services section of the strategic plan. It was agreed that the Clerk would write these sections of the plan. Once completed the document will appear on an agenda for members to approve.

25/032 CORRESPONDENCE

a) Correspondence from the Bowls Club in relation to their grant application which was not approved. It was noted that the grant application will appear on the September F&GP agenda.

25/033 STAFF MATTERS

Members received:

- a) Sickness Report: The contents were noted
- b) Overtime Report: The contents were noted
- c) Annual Leave Report: The contents were noted

25/034 EXCLUSION OF PUBLIC AND PRESS

RESOLVED:- that because of the confidential nature of the business to be transacted, it was likely that if Members of the Public were present during discussion, there would be disclosure to them of exempt information and they therefore be excluded from the Meeting in accordance with Section 1, subsection (2) of the Public Bodies (Admission to Meetings) Act 1960

Voting: Unanimous

25/035 ASSISTANT TO THE CLERK, END OF PROBATION PERIOD

Members reviewed the Assistant to the Clerk employment and noted that she had fitted in very well and was working to a high standard. It was

RECOMMENDED that a one increment pay award (SCP 25) back dated to 1st April be awarded to the Assistant to the Clerk.

Voting: unanimous

The Chairman declared the meeting closed at 19:58hrs

The next meeting of the Finance and General-Purpose Committee is scheduled for 10th July 2025 at 19.30hrs

SIGNED DATE
Chair of Finance and General-Purpose Committee

West Moors Town Council**Bank reconciliation as at 30.04.2025**

Amount in bank as at 31/03/25	£229,699.93
Income during April	£123,742.54
Expenditure during April	£17,764.61
Amount in bank as at 31/03/25	£335,677.86

Bank Reconciliation as at 30/04/2025

Current	£9,378.67
Deposit	£301,280.93
CCLA PSDA	£25,000.00
Petty cash	£18.26

 £335,677.86

Less outstanding payments	£0.00
Plus unpresented receipts	£0.00

Total amount held in accounts	£335,677.86
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Long Term Investment:

CCLA Property Fund	£122,069.34
(Nominal value at 31.03.2025)	

Outstanding Loan Amount

Public Works Loan	(£34,528.56)
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Financial Budget Comparison				
Comparison between 01/04/2024 and 31/03/2025 (4th quarter)				
		24/25 Approved Budget	Actual Net to date	Balance
INCOME				
Finance And General Purposes Committee				
1000	Precept	£183,444.00	£183,444.00	£0.00
1010	Interest - Deposit Acc	£2,000.00	£2,590.25	£590.25
1011	Interest - CCLA PS Deposit Acc	£1,000.00	£1,247.69	£247.69
1025	Dividend - CCLA Property Fund	£5,000.00	£6,165.40	£1,165.40
1030	General	£0.00	£167.84	£167.84
1035	CIL Receipts **moved to CIL earmarked fund	£0.00	£9,415.49	£9,415.49
1040	Sales - Dog Waste bags	£340.00	£265.00	-£75.00
1045	Sales - Kitchen Caddy bags	£2,500.00	£2,231.04	-£268.96
1050	Insurance Claims	£0.00	£0.00	£0.00
1070	Grants	£0.00	£13,616.37	£13,616.37
1080	Youth Club (rent and water)	£200.00	£145.33	-£54.67
1090	Park Way ground rent and insurance charge	£600.00	£339.86	-£260.14
Total Finance And General Purposes		£195,084.00	£219,628.27	£24,544.27
Environment Committee				
1100	Fryer Field Fees			
/1	Football	£4,500.00	£3,655.08	-£844.92
/3	MUGA	£10,000.00	£16,618.50	£6,618.50
/4	Other	£2,500.00	£2,702.80	£202.80
/5	Community Event Income	£3,000.00	£6,520.60	£3,520.60
	Total	£20,000.00	£29,496.98	£9,496.98
1110	Cemetery Fees			
/1	Memorial	£5,000.00	£6,143.00	£1,143.00
/2	Interment	£12,000.00	£15,310.00	£3,310.00
/3	Purchase Plot	£6,000.00	£8,343.50	£2,343.50
	Total	£23,000.00	£29,796.50	£6,796.50
1115	Allotment Rent	£1,900.00	£1,945.02	£45.02
1120	Insurance Settlements	£0.00	£0.00	£0.00
1125	Memorial Benches and Plaques	£0.00	£3,000.00	£3,000.00
Total Environment		£44,900.00	£64,238.50	£19,338.50
Total Income		£239,984.00	£283,866.77	£43,882.77
EXPENDITURE				
Finance And General Purposes Committee				
2000	Salaries	£76,670.00	£72,583.20	£4,086.80
2010	Employers Pension Contributions	£16,411.00	£15,646.58	£764.42
2020	Employers NIC	£7,786.00	£7,452.50	£333.50
2030	Expenses			
/1	Office staff	£400.00	£357.03	£42.97

/3	Councillors Travel	£200.00	£5.40	£194.60
/4	Chairman's Allowance	£75.00	£17.56	£57.44
	Total	£675.00	£379.99	£295.01
2040	Training			
/1	Clerk/Staff	£600.00	£706.00	-£106.00
/2	Councillors	£1,000.00	£485.36	£514.64
	Total	£1,600.00	£1,191.36	£408.64
2045	Health & Safety	£100.00	£0.00	£100.00
2050	Office and Admin Costs			
/1	Non Domestic Rates	£0.00	£0.00	£0.00
/2	Electricity	£2,500.00	£1,662.15	£837.85
/3	Phone Charges	£700.00	£422.21	£277.79
/4	Broadband Charges	£400.00	£393.24	£6.76
/5	Stationery	£350.00	£199.52	£150.48
/6	Photocopier	£1,800.00	£1,602.96	£197.04
/7	Maintenance inc refuse collection	£500.00	£763.57	-£263.57
/9	Water Charges	£200.00	£135.79	£64.21
	Total	£6,450.00	£5,179.44	£1,270.56
2055	Public Works Loan repayment	£6,940.00	£6,938.22	£1.78
2060	IT Costs			
/1	IT Support	£2,000.00	£1,760.29	£239.71
/2	IT Capital Expenditure	£0.00	£19.15	-£19.15
/3	Website Costs	£350.00	£315.00	£35.00
	Total	£2,350.00	£2,094.44	£255.56
2070	Insurance	£5,700.00	£5,793.91	-£93.91
2080	Petty Cash			
/1	Postage	£150.00	£45.07	£104.93
/2	Other	£100.00	£59.25	£40.75
	Total	£250.00	£104.32	£145.68
2090	Professional Fees			
/1	Audit Fees	£1,500.00	£1,225.00	£275.00
/2	Legal Fees	£500.00	£400.00	£100.00
/3	Other fees	£0.00	£297.25	-£297.25
	Total	£2,000.00	£1,922.25	£77.75
	Subscriptions			
/1	DAPTC	£1,332.00	£1,331.21	£0.79
/2	SLCC	£350.00	£348.00	£2.00
/3	Others	£850.00	£235.00	£615.00
	Total	£2,532.00	£1,914.21	£617.79
2110	Purchase of dog waste bags	£250.00	£117.63	£132.37
2115	Purchase of Kitchen Caddy Bags	£2,000.00	£1,068.64	£931.36
2120	Grants			
/1/2	General Grants	£5,000.00	£6,480.00	-£1,480.00
/3	CAB (section 142)	£800.00	£1,500.00	-£700.00
	Total	£5,800.00	£7,980.00	-£2,180.00
2130	Election Expenses	£500.00	£50.00	£450.00
2140	General & Contingency	£500.00	£452.09	£47.91
2150	Advertising and Publicity	£600.00	£899.56	-£299.56
2180	Remembrance Day costs	£800.00	£570.00	£230.00

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2190	Youth Club Funding	£20,000.00	£20,000.00	£0.00
2195	Service Devolution	£0.00	£0.00	£0.00
2196	Data Control	£0.00	£0.00	£0.00
2197	CIL Expenditure	£0.00	£2,951.45	-£2,951.45
2198	Community Celebrations	£400.00	£184.28	£215.72
2199	Zettle card transaction fees	£0.00	£104.79	-£104.79
Total Finance And General Purposes		£160,314.00	£155,578.86	£4,735.14
Environment Committee				
3010	Fryer Field Maintenance			
/1	General	£2,000.00	£4,263.61	-£2,263.61
/4	Contractor fees	£9,900.00	£9,451.26	£448.74
	Total	£11,900.00	£13,714.87	-£1,814.87
3020	Pavilion Running costs			
/1	Electricity	£1,100.00	£1,528.63	-£428.63
/2	Water/sewage charges	£800.00	£635.54	£164.46
/3	Maintenance	£5,400.00	£5,444.07	-£44.07
/4	Legionella Testing	£920.00	£1,291.20	-£371.20
/5	Phone/Broadband	£550.00	£433.99	£116.01
	Total	£8,770.00	£9,333.43	-£563.43
3030	Multi Use Games Area			
/1	Floodlight Maintenance	£0.00	£0.00	£0.00
/2	General Maintenance	£1,500.00	£553.90	£946.10
/3	Electricity	£300.00	£807.91	-£507.91
	Total	£1,800.00	£1,361.81	£438.19
3040	Fencing	£2,000.00	£0.00	£2,000.00
3050	Fryer Field Play Area			
/1	Maintenance	£250.00	£221.64	£28.36
/2	Safety Inspections	£450.00	£420.25	£29.75
	Total	£700.00	£641.89	£58.11
3060	Oakhurst Play Area			
/1	Maintenance	£250.00	£5,164.66	-£4,914.66
/2	Safety Inspections	£350.00	£420.25	-£70.25
	Total	£600.00	£5,584.91	-£4,984.91
3070	Skatepark Maintenance	£200.00	£90.25	£109.75
3080	Play Equipment	£0.00	£0.00	£0.00
3100	Cemetery Costs			
/1	Non Domestic Rates	£1,100.00	£823.35	£276.65
/2	Water Charges	£50.00	£49.63	£0.37
/3	Buy back of plots	£0.00	£102.00	-£102.00
	Total	£1,150.00	£974.98	£175.02
3110	Cemetery Maintenance			
/1	General	£1,500.00	£2,720.00	-£1,220.00
/2	Fencing	£300.00	£0.00	£300.00
/3	Gravel	£350.00	£270.00	£80.00
/7	Refuse Collection	£850.00	£899.60	-£49.60
/8	Contractor fees	£7,000.00	£7,394.15	-£394.15
	Total	£10,000.00	£11,283.75	-£1,283.75

3120	Memorial Inspections	£0.00	£0.00	£0.00	
3140	Petwyn Maintenance/Improvements	£250.00	£1,354.28	-£1,104.28	8
3150	Allotments	£500.00	£1,339.81	-£839.81	9
3160	Tree Maintenance	£3,000.00	£4,024.80	-£1,024.80	10
3170	Climate Emergency	£500.00	£0.00	£500.00	
4000	Public Seats				
/1	Maintenance	£300.00	£0.00	£300.00	
/2	Purchase	£0.00	£0.00	£0.00	
	Total	£300.00	£0.00	£300.00	
4010	Bus Shelters	£500.00	£210.00	£290.00	
4020	Street Furniture	£1,300.00	£1,833.35	-£533.35	11
4025	Speed Watch & SID	£0.00	£352.80	-£352.80	12
4030	General	£200.00	£650.00	-£450.00	13
4040	Christmas	£6,000.00	£6,408.28	-£408.28	
4070	Lengthsman	£1,800.00	£1,730.85	£69.15	
4075	Public Toilets				
/1	Cleaning	£12,000.00	£13,168.20	-£1,168.20	
/2	Maintenance	£2,500.00	£4,641.63	-£2,141.63	14
/3	Water/sewage charges	£3,500.00	£1,866.12	£1,633.88	
/4	Electricity costs	£1,300.00	£902.22	£397.78	
	Total	£19,300.00	£20,578.17	-£1,278.17	15
4076	Car Park costs	£0.00	£13,957.81	-£13,957.81	
4090	Dog Bins	£650.00	£612.56	£37.44	
4095	CCTV				
/1	Purchase/Installation	£0.00	£0.00	£0.00	
/2	Maintenance	£200.00	£464.00	-£264.00	
	Total	£200.00	£464.00	-£264.00	16
4097	Community Event Costs	£1,500.00	£8,227.26	-£6,727.26	
4098	Fryer Field Development Plan	£0.00	£0.00	£0.00	
4099	Keep Britain Tidy events	£50.00	£150.66	-£100.66	
Total Environment expenditure		£73,170.00	£104,880.52	-£31,710.52	
Monies for various earmarked funds		£6,500.00			
Total Expenditure		£239,984.00	£260,459.38	-£20,475.38	

- ** Grant for EV Chargers
- 1 Westival job review
- 2 Approved grants
- 3 Job Adverts
- 4 New Notice boards from CIL funds
- 5 Minute No 24/129 - Telescopic bollards at FF
Repairs to Birds Nest Swing and New Fencing
23/316
- 6
- 7 new cemetery footpath as approved min no 23/093
- 8 Minute No 24/143 - spotlights on Memorial
- 9 Pest Control annual fee going forward
- 10 Cost of Tree Maintenance at Fryer Field and 3 year tree inspection report
- 11 Purchase of cemetery benches under Memorial bench policy, offset from income under heading 1125
- 12 repairs to damaged SID
- 13 Traveller eviction
- 14 New doors on public toilets min no 24/059 - to be paid from Devolution fund (£3,238.33)

- 15 Reline disabled bays in car park. EV Charger install offset from grant shown at Heading 1070
- 16 Overspend offset from Community event income (includes some spending for 2025 event)

This report shows £43,822.77 income above projected budget at the end of the financial year.

The CIL income has gone directly to the earmarked fund (£9,415.49), which means the increased income is £34,467.2

The grant for the EV chargers (£13,616.37) is offset against the expenditure

This reports shows an overspend on expenditure of £20,475.38 at the end of the financial year (£6,189.78 came from earmarked reserves)

This equates to an overspend on the budget of -

£14,285.60

Surplus income surplus minus expenditure overspend equates to £20,181.68 budget surplus at end of financial year

General Reserves at 31.03.2025

Total Cash Assets (current, deposit and CCLA)	£229,699.93
Value of CCLA Property fund	£122,069.34
Less outstanding loan	-£34,528.56
Less earmarked funds	-£169,340.16
General Reserves	£147,900.55

General Reserves must be between 3 and 12 months total expenditure (these stand at 6.44 months expenditure)

Payment list dated 22.05.25			
Payment method	Invoice amount	Invoice date	Details
EB 23.05	£1,103.16	13.05.25	EDGE IT - Finance and cemetery software annual fee
EB 23.05	£1,730.57	14.05.25	DAPTC - Annual Membership fee
EB 23.05	£50.00	13.05.25	Cole Management - Window Cleaning and Bus stop cleaning in May
EB 23.05	£150.00	14.05.25	Hartcliff Farm - Hay bales for Westival
EB 23.05	£2,982.54	19.05.25	Mark Harrod Ltd - 2 x sets of full size aluminium goal posts
EB 23.05	£112.27	12.05.25	South West Hygiene - Sanitary services for public toilets 12.06.25 to 11.09.25
TOTAL	£6,128.54		
Direct Debits and Debit Card payments			
Payment method	Invoice amount	Invoice date	Details
DC 13.05	£18.99	13.05.25	Gravesham Trophy Centre - Wheel Display trophy
DC 21.05	£133.50	21.05.25	Dorset Council - Commercial waste bags for use at Westival
DC 15.05	£6.00	15.05.25	Meta - Facebook advertising for Westival
DC 17.05	£1.78	17.05.25	Meta - Facebook advertising for Westival
DD 25.05	£132.11	01.05.25	1st Connect - Phone and broadband charges
DD 06.06	£37.15	19.05.25	British Gas - Electricity charges 12.04.25 to 11.05.25 - Public Toilets
Total	£329.53		

AGENDA ITEM 5b – APPROVE PLANNING MINUTES 29.05.25

3331

WEST MOORS TOWN COUNCIL

MINUTES of the **PLANNING CONSULTATIVE COMMITTEE** held on
Thursday 29th May 2025 in the Council Chamber, Pavilion, Fryer Field, West Moors at 7.00pm

PRESENT:

Cllr Mrs R Burke	Cllr D Green	Cllr M Hawkes
Cllr J Randall	Cllr T Salt	Cllr Mrs N Senior
Cllr C Way	Cllr K Wilkes	Cllr Mrs P Yeo

OTHERS PRESENT: Judi Weedon, Town Clerk
Nadine Hancock, Assistant to the Clerk

APOLOGIES: None

- 25/036 TO ELECT A COMMITTEE CHAIRMAN THE YEAR MAY 2025 TO MAY 2026**
Cllr Mrs N Senior was proposed and seconded,
It was
RESOLVED to suspend Standing Order 1ee and after a vote Cllr Mrs N Senior was duly elected Chairman to the Committee.
- 25/037 TO ELECT A VICE COMMITTEE CHAIRMAN THE YEAR MAY 2025 TO MAY 2026**
Cllr D Green was proposed and seconded, and duly elected committee vice chairman.
- 25/038 DECLARATIONS OF INTEREST**
None
- 25/039 PUBLIC DISCUSSION PERIOD**
None
- 25/040 TO CONSIDER PLANNING APPLICATIONS**
Copies of the following applications were received, and it was agreed that observations, as stated, should be submitted to the Dorset Council:
Voting was unanimous unless stated otherwise.

P/FUL/2025/02335 - Webbs Butchers, 165 Station Road, West Moors, BH22 0HT
Replacement shop front.
No Objection

P/FUL/2025/02366 - 212 Station Road West Moors BH22 0JD
Install solar panels on the south-eastern elevation.
No Objection

P/HOU/2025/02339 - 40 Heatherdown Road West Moors BH22 0BY
Erect single storey rear extension.
No Objection

P/PALH/2025/02704 - 133 Pinehurst Road West Moors BH22 0AN
Erect rear extension: To extend 5.30 metres beyond the rear wall of the original dwelling house: Maximum height 2.55 metres: Height to eaves 2.35 metres.
This application is not a planning application but a request for the Council to determine whether or not Prior Approval is required for the proposal. Comments can be submitted via the planning portal.
Members requested that a householder planning application be submitted due to the scale of the development.

P/HOU/2025/02337 - 17 Moorlands Rise, West Moors, BH22 0JR

2 Storey side and rear extension with single storey element.

*No Objection***25/041 NOTIFICATION OF DECISIONS FROM DORSET COUNCIL****P/NMA/2025/02451 - West Moors Memorial Hall 231 Station Road West Moors**

Non-Material Amendment - to extend the timber cladding proposed on the east elevation of the building across to the social club element to planning permission

P/FUL/2024/00518 (Removal of part of existing building and porch. Replace existing porch and cladding walls at front of property) **For Information only****Dorset Council Decision**

Granted

25/042 NOTIFICATION OF PLANNING APPEALS

None

25/043 NOTIFICATION OF TREE MATTERS**Tree Preservation Orders:**

None

Tree Work

120a Pinehurst Road	REQUEST TO: T1 Scots Pine - Fell. T2 Scots Pine - Fell. T3 Scots Pine - Fell. Replacement planting of 3 x Scots Pine approximately 2 metres in height.
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25/044 CORRESPONDENCE

None

The Chairman declared the meeting closed at 19.10 hrs

The next meeting of the Planning Consultative committee is scheduled for the 19th June 2025.

SIGNED DATE

CHAIR OF PLANNING CONSULTATIVE COMMITTEE

AGENDA ITEM 5c – APPROVE PLANNING CONSULTATIVE COMMITTEE MINUTES 19.06.25

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WEST MOORS TOWN COUNCIL

MINUTES of the **PLANNING CONSULTATIVE COMMITTEE** held on
Thursday 19th June 2025 in the Council Chamber, Pavilion, Fryer Field, West Moors at 7.00pm

PRESENT:

Cllr Mrs N Senior – Chair		
Cllr Mrs R Burke	Cllr D Green	Cllr M Hawkes
Cllr J Randall	Cllr C Way	Cllr K Wilkes
Cllr Mrs P Yeo		

OTHERS PRESENT: Judi Weedon, Town Clerk
Nadine Hancock, Assistant to the Clerk

APOLOGIES: Cllr T Salt
(Reasons for apologies were noted)

25/045 DECLARATIONS OF INTEREST
None

25/046 PUBLIC DISCUSSION PERIOD
None

25/047 TO CONSIDER PLANNING APPLICATIONS
Copies of the following applications were received, and it was agreed that observations, as stated, should be submitted to the Dorset Council:
Voting was unanimous unless stated otherwise.

No Applications were discussed

25/048 NOTIFICATION OF DECISIONS FROM DORSET COUNCIL

P/FUL/2025/02335 - Webbs Butchers, 165 Station Road, West Moors, BH22 0HT
Replacement shop front.

WMTC Comments

No Objection

Dorset Council Decision

Granted

P/HOU/2025/02339 - 40 Heatherdown Road West Moors BH22 0BY

Erect single storey rear extension.

WMTC Comments

No Objection

Dorset Council Decision

Granted

P/PALH/2025/02704 - 133 Pinehurst Road West Moors BH22 0AN

Erect rear extension: To extend 5.30 metres beyond the rear wall of the original dwelling house: Maximum height 2.55 metres: Height to eaves 2.35 metres.

WMTC Comments

Members requested that a householder planning application be submitted

Dorset Council Decision

30/05/25 - Response to WMTC's request for a full household application: "This is a permitted development type of enquiry. Provided the scale of the extension is within the legislation, then this will be approved as we cannot refuse it."

25/049 NOTIFICATION OF PLANNING APPEALS**Aurelia Gardens – Newmans Lane****Breach of Planning Enforcement Appeals**

Notification Letter for Enforcement Appeal relating to Aurelia Gardens,
Newmans Lane, West Moors, BH22 0LP received 05.06.25.

25/050 NOTIFICATION OF TREE MATTERS**Tree Preservation Orders:**

None

Tree Work

2 Braeside Road	REQUEST TO: T1 Tulip tree - Fell to ground level. Replant with smaller slower growing species (Rowan, or other type of sorbus).
29 Abbey Road	REQUEST TO: T1 Ash - Fell. T2 Elwoodii - Fell. T3 Goat Willow - Fell.

25/051 CORRESPONDENCE

None

The Chairman declared the meeting closed at 19.03 hrs

The next meeting of the Planning Consultative committee is scheduled for the 10th July 2025.

SIGNED DATE
CHAIR OF PLANNING CONSULTATIVE COMMITTEE

3335

WEST MOORS TOWN COUNCIL

MINUTES of the **ENVIRONMENT COMMITTEE** held on
THURSDAY 19th JUNE 2025 in the Pavilion, Fryer Field, West Moors at 7.30pm.

PRESENT: Cllr Mrs R Burke Cllr D Green Cllr M Hawkes
Cllr Mrs C Holmes Cllr J Randall Cllr J Staig
Cllr Mrs P Yeo

OTHERS PRESENT: Judi Weedon, Town Clerk

APOLOGIES: Cllr T Salt Cllr D Shortell
(reasons for apologies were noted)

25/052 TO ELECT A COMMITTEE CHAIRMAN THE YEAR MAY 2025 TO MAY 2026
Cllr Mrs C Holmes was proposed and seconded,
It was
RESOLVED to suspend Standing Order 1ee and after a vote Cllr Mrs C Holmes was duly elected Chairman to the Committee.

25/053 TO ELECT A VICE COMMITTEE CHAIRMAN THE YEAR MAY 2025 TO MAY 2026
Cllr M Hawkes was proposed and seconded, and duly elected committee vice chairman.

25/054 DECLARATIONS OF INTEREST/DISPENSATIONS
Cllr J Randall declared an interest in agenda item 9, Field hire for the Friends of the Strays of Greece.

25/055 QUESTIONS FROM MEMBERS OF THE PUBLIC
None.

25/056 TO RECEIVE THE CLERK'S REPORT

- a) On Monday 2nd June at Fryer Field Play area, dog waste and suspect human waste was found smeared into slides and swings seats. This was cleared and later the same day curry was found down the slides. A police report was filed for this incident.
- b) The gate keeper for Fryer Field is moving out of the area and their last day is the 30th June. The position has been filled by another local resident who lives near Fryer Field. They have provided all the relevant documentation. Members asked that a letter of thanks be sent to the previous gatekeeper.
- c) A local resident has reported offensive graffiti on their front fence, they have been advised to report to the police.
- d) New goal posts have been delivered.
- e) The Floodlight control box has had a new door fitted and is now secure.
- f) Repairs to the artificial grass surface in the Fryer field play area have been scheduled. These will be carried out by Wicksteed.
- g) Quotes are being sought for repairs to the safety surface at Oakhurst Play area.

- h) A contract for sanitary disposal bins has been taken out for the toilets in the pavilion.

25/057 SIGNAGE

Members discussed various signage options for Fryer Field. After discussion it was agreed to investigate directional finger posts for installation at Fryer Field. Clerk to investigate styles and costs and report back to the committee.

25/058 DORSET LOCAL NATURE RECOVERY STRATEGY

Members discussed the Dorset Council Nature Recovery Strategy in respect of the Priority 6, Urban priorities and activities. Members agreed that the draft WM Council Strategic Plan should be mindful of these priorities and therefore be included in the draft document for consideration by Council.

Cllr Mrs P Yeo asked about holding a seasonal photographic competition, it was agreed to discuss this at a future meeting.

25/059 FRYER FIELD HIRE CHARGE

Members considered the hire charge in 2026 for the Friends of the Strays of Greece Dog Show. After discussion it was

RESOLVED that the Fryer Field hire charge for the 2026 Dog Show organised by the Friends of the Strays of Greece be set at £100.

Voting: Unanimous

25/060 CEMETERY MATTERS

1. Some artificial grass has now been removed, and further letters have been sent to plot holders requesting removal of the grass.
2. A tree from the woodland adjacent to the cemetery is leaning into the cemetery, the landowner has been contacted and will deal with the tree.
3. Fresh gravel has been laid over some of the driveways.
4. The cremated remains section is becoming quite full, however, there are lots of small spaces that could be utilised for this purpose.

25/061 UPDATE: PUBLIC TOILETS

Since the padlocks have been removed from sight during the time the toilets are open, we have had no further problems.

Members discussed a solar powered CCTV camera for the area, but agreed to not pursue this now, but have the option to reconsider if antisocial behavior starts up again.

25/062 UPDATE: ALLOTMENTS

The Town Council is providing a trailer at the allotments for a week or so, so plot holders can get their green waste removed.

There have been a couple of plots given up and relet since April.

A walk around the allotment in May, resulted in 5 emails being sent asking the tenants to tidy up their plots. This resulted in one relinquishing the plot and others saying they will get on to it.

25/063 CORRESPONDENCE

Allotment And Leisure Gardener Issue 2 2025
ICCM Journal Summer 2025

The Chairman declared the meeting closed at 20:10hrs

The next meeting of the Environment Committee is scheduled for 17th July 2025 at 19:30hrs

SIGNED DATE
Chair of Environment Committee

AGENDA ITEM 6 – Clerks Report

The Clerk's report is an update of on-going issues as well as informing members of any other matters that do not require a decision.

1. Asset Transfers: Wellers Law Group are looking into the situation with the legal charge on the land at Fryer Field. If we have to instruct them to carry out work, the matter will appear as a full agenda item for approval.
2. The Pavilion and Fryer Field will be hosting to a Pet Blessing on the 4th October at 3pm arranged by St Marys Church.
3. A demonstration is being arranged for an upgraded version of the mapping software currently used in the office.
4. Draft Strategic Plan will be discussed at the July Council meeting.
5. Separate report attached on the recent SLCC expo attended by council staff.
6. Council staff have recently attended an online training session regarding updated GDPR requirements for the AGAR in 2025/26.
7. The DAPTC are working on a Statement of Reasonable expectations, this is currently going through the DAPTC committees, so all member councils can have the opportunity to comment on it. It is hoped that it will appear as a full agenda item in July.

AGENDA ITEM 7 – Accounts for Payment

A list of payments has been sent separately with the agenda.

AGENDA ITEM 8 – REPORT ON VISIT TO MOD SITE, WEST MOORS

Report attached separately on a visit to the MOD site in West Moors, with Cllr Burke, Cllr Skeats and Cllr Shortell on the 5th June.

AGENDA ITEM 9 – Dorset Councillor Report

Dorset Councillors D Shortell and A Skeats will give a report relevant to West Moors during the meeting.

Any written report received will be sent out prior to the meeting.

AGENDA ITEM 10 – Westival Planning update

Programmes are in the process of being delivered to houses in West Moors, and we have been distributing further afield. Event banners and posters are on display, and we are pushing the marketing on Facebook too.

We have money left in the budget this year and have sourced extras such as picnic benches for the food area, portaloos to help with toilet queues and window stickers to thank Wheel Display entrants.

We are now in the final planning stages, tying up loose ends and ensuring we have enough signage etc. in place for the event to run smoothly on the day. Steve has already started marking out the field. We have recruited volunteers and sent out allocated duties; any additional help is always appreciated.

AGENDA ITEM 11 – Members Information

An opportunity for brief verbal reports from members who have information relevant to West Moors.

Members are asked to produce a written report of attendance at meetings etc on which they are the Council representative. Please send this to the Clerk so it can be sent out with the agenda.

AGENDA ITEM 12 – Correspondence

All important and informative emails are forwarded on to members as they arrive.