

WEST MOORS TOWN COUNCIL

MINUTES of the **TOWN COUNCIL MEETING** held on Thursday 30th April 2026 in
The Pavilion, Fryer Field at 7:30pm.

PRESENT: Cllr Mrs R Burke – Chair
Cllr D Green Cllr M Hawkes Cllr Mrs C Holmes
Cllr T Salt Cllr D Shortell Cllr J Staig
Cllr K Wilkes Cllr Mrs P Yeo

OTHERS PRESENT: Mrs Judi Weedon, Town Clerk
Dorset Councillor A Skeats

APOLOGIES: Cllr Mrs N Senior Cllr J Randall Cllr C Way
(reasons for apologies were noted)

25/361 QUESTIONS FROM MEMBERS OF THE PUBLIC
None

**25/362 TO RECEIVE DECLARATIONS OF INTERESTS AND REQUESTS FOR
DISPENSATIONS – LOCALISM ACT 2011 – DISPENSATIONS FROM SECTION 31(4)**
None

**25/363 TO APPROVE AND SIGN MINUTES OF THE TOWN COUNCIL MEETING
HELD ON 26th MARCH 2026**
Having been circulated, the minutes on pages 3448-3450 were agreed, adopted and signed.

25/364 TO APPROVE, ADOPT AND SIGN COMMITTEE MEETING MINUTES

a. **The Report of the Planning Consultative Committee** held on the 2nd April 2026, pages 3451-3453 as circulated, was confirmed, adopted and signed.

b. **The Report of the Planning Consultative Committee** held on the 23rd April 2026, pages 3454-3455 as circulated, was confirmed, adopted and signed.

**25/365 TO APPROVE AND SIGN THE REPORT OF THE ANNUAL TOWN ASSEMBLY
HELD ON 16th APRIL 2026**
Having been circulated, the report on was agreed, adopted and signed.
Dorset Councillor Skeats commented about the public questions in relation to the scarecrow competition. Dorset Cllr Shortell commented that apologies were not noted in the report from Cllr Skeats. It was explained that he was not formally invited to attend and therefore his apologies did not form part of the report.

25/366 DORSET COUNCILLOR REPORT
Members received a written report from Dorset Councillor Shortell on the Local Plan consultation and new housing allocations policy.
A copy of the full report is available in the council office.
Cllr Skeats informed members that he has had discussions with Dorset Council about the speed camera along Station Road and that he had been talking to DC waste team about the issues of collections in Newcombe Road. He further reported that he was meeting with the Environment Agency to walk along Riverside Walk to discuss issues along this route and that he was dealing with a flooding matter on the outskirts of West Moors where land has had a solid surface installed without permission.

25/367 TO RECEIVE TOWN CLERKS REPORT
1. Asset Transfers: No new information available

2. New Website: Planning for this has started, along with a branding package. Members had been asked to complete a brief questionnaire about branding, It was reported that only 7 councillors completed this. A photographer will be taking a series of photographs and drone imagery for use on the website.

25/368 ACCOUNTS FOR PAYMENT

It was

RESOLVED that the accounts for payment be approved as attached on page 3459-60 of these minutes. (Cllr's Yeo and Wilkes to authorise the electronic payments)

Voting: unanimous

25/369 CONFLICT OF INTEREST FORM - BDO

At the request of the external Auditor BDO LLP, a conflict-of-interest form was discussed and completed, and it was

RESOLVED that no councillors or staff had any conflict of interests with BDO LLP

Voting: unanimous

25/370 ANNUAL GOVERNANCE STATEMENT AND STATEMENT OF ACCOUNTS 2025/26

Members reviewed the Annual Governance Statement and the Annual Statement of Accounts for 2025/26

Members considered each of the Annual Governance statements and all members agreed that they confirmed to the best of their knowledge and belief that the council complied with all the governance statements.

- a) **RESOLVED that the Annual Governance Statement for 2025/26 be approved and signed by the Chair.**

Voting: unanimous

Members then reviewed the figures on the Accounting Statements, it was then

- b) **RESOLVED that the Accounting Statements for 2025/26 be approved and signed by the Chair. A copy of the Accounting Statement is attached to these minutes on page 3461.**

Members were informed of additional information required by the external auditor for an intermediate review as income/expenditure is above £200,000

It was noted that the Electors Rights has been scheduled for 3rd June to 14th July 2026

25/371 BOUNDARY COMMISSION REVIEW

Members having received all the information relating to the current Boundary Commission Review for Dorset Council

RESOLVED that West Moors Town Council did not wish to submit any comments to the Boundary Commission Review Consultation.

Voting: unanimous

25/372 FUN RUN PLANS

Members received an update on the progress of the fun run.

25/373 WESTIVAL UPDATE

Members received an update on Westival planning.

25/374 INFORMATION FROM MEMBERS

Cllr Mrs Yeo: Reported that she had been looking at various Local Council logos and that the DC logo is ranked highly.

Cllr Mrs Holmes reported on her attendance at a Dorset Council led webinar giving a Climate update.

Cllr Salt requested that consideration is given to repainting the Welcome to West Moors signs. He also reported on the Road Safety Team week of Action, providing statistics for drivers caught committing offences during the sessions.

Cllr Shortell reported on his attendance at the Memorial Hall AGM.

Cllr Staig reported that during a speed watch session he had the Police and Crime Commissioner with him.

Cllr Mrs Burke reported that she had attended the Verwood Civic Service and the Ferndown Civic Day, which she found very enjoyable.

She further reported that she had been approached by the Youth Club team who have informed her that they no longer have the capacity to arrange the Carols on the Petwyn event.

25/375 CORRESPONDENCE

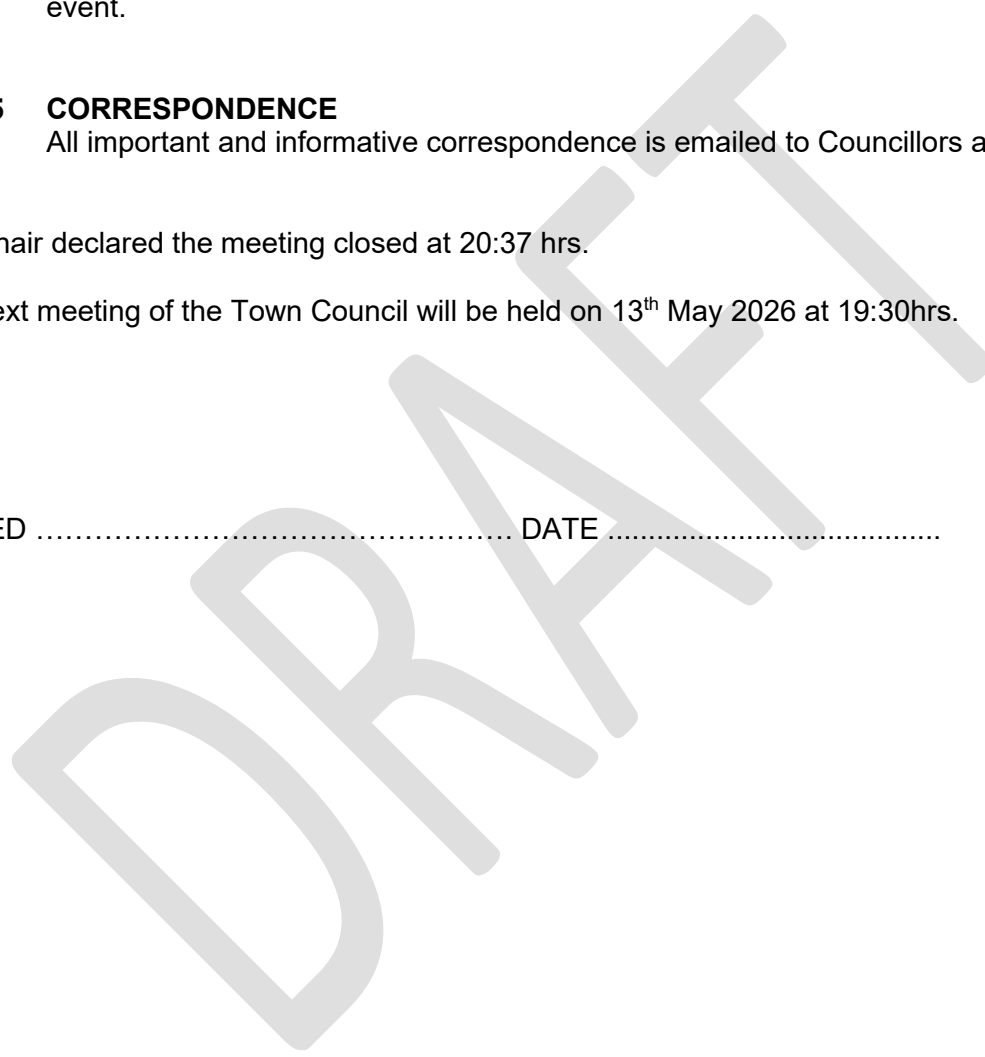
All important and informative correspondence is emailed to Councillors as it arrives.

The Chair declared the meeting closed at 20:37 hrs.

The next meeting of the Town Council will be held on 13th May 2026 at 19:30hrs.

SIGNED DATE

Chair



Payments made in between meetings			
Payment method	Invoice amount	Invoice date	Details
EB 24.04	£4,862.57	10.04.26	Staff Salaries - Month 1
Payment list dated 30.04.2026			
Payment method	Invoice amount	Invoice date	Details
EB 30.04	£1,214.00	01.04.26	Home Start Wessex - Grant as per minute 25/276
EB 30.04	£1,590.40	31.03.26	Terrafirma - Grounds Maintenance for March 2026
EB 30.04	£613.52	31.03.26	Terrafirma - Allotment grass cutting and other works (12 months)
EB 30.04	£1,681.68	31.03.26	Lengthsman duties (12 months)
EB 30.04	£839.80	01.04.26	Dorset Council - Cemetery business rates
EB 30.04	£1,152.00	02.04.26	Elite Playground Inspections - Annual playground inspections from April 2026 to March 2027
EB 30.04	£178.88	01.04.26	Dorset Council - Waste disposal March to April
EB 30.04	£367.36	08.04.26	Gallagher - Cyber Insurance
EB 30.04	£1,999.94	10.04.26	HMRC - Tax and NI - Month 1
EB 30.04	£1,783.88	10.04.26	Dorset Council - Pension Contributions
EB 30.04	£165.00	10.04.26	Southern Canopy Sales and Hire - Deposit for Gazebos for Westival
EB 30.04	£137.69	10.04.26	Aquacare - Pavilion water hygiene testing
EB 30.04	£1,482.60	13.04.26	Verwood Cleaning Services - Public toilet cleaning and pavilion for March/April
EB 30.04	£487.80	13.04.26	Personalised Gifts Online Ltd - Medals for Fun Run
EB 30.04	£110.00	10.04.26	ICCM - Annual Membership
EB 30.04	£50.79	07.04.26	Source for business - Water changes - public toilets - 06.03.26 to 05.04.26
EB 30.04	£131.40	13.04.26	Jaylee Refrigeration - Office Heating/ Air con annual service
EB 30.04	£487.50	22.04.26	Lightatouch - Internal Audit - year end
EB 30.04	£70.00	27.04.26	Mary van Coller - Annual meeting talk
EB 30.04	£1,791.14	27.04.26	DAPTC - Annual Membership
TOTAL	£16,335.38		
Direct Debits and Debit Card payments			
Payment method	Invoice amount	Invoice date	Details
DD 15.04	£138.00	01.04.26	Starboard Systems - Monthly Civic.ly subscription
DD 21.04	£99.39	07.04.26	British Gas - Electricity charges - Pavilion
DD 09.04	£12.00	09.04.26	Sage - Payroll subscription
DD 18.04	£10.20	10.04.26	Lloyds Bank - Bank Charges
DD 14.04	£38.39	14.04.26	British Gas - Electricity charges - Public Toilets
DD 15.04	£67.69	15.04.26	British Gas - Electricity charges - Floodlights
DD 25.04	£130.20	01.04.26	1st Connect - Phone and broadband costs
DD 22.04	£19.77	22.04.26	Mailchimp - Monthly subscription
DD 11.05	£3,469.11	13.04.26	PWLB - Loan Repayment

DC 11.03	£9.60	10.03.26	Meta - Facebook advertising for Fun Run
DC 06.04	£100.00	29.03.26	Canva - Annual Subscription to Canva Pro
DC 14.04	£89.99	13.04.26	Norton - Antivirus renewal (1 year)
DC 14.04	£22.00	14.04.26	Flag Co - New halyard for flag pole
DC 15.04	£50.00	15.04.26	Petty Cash top up from current account
DC 15.04	£10.50	15.04.26	Vinney's - Good Citizen Award trophy
DC 15.04	£28.92	15.04.26	Lidl - Refreshments for Town Assembly
DC 16.04	£11.99	16.04.26	Amazon - batteries for speed watch
Total	£4,307.75		

DRAFT

Section 2 – Accounting Statements 2025/26 for

WEST MOORS TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
1. Balances brought forward	211,265	234,268	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	183,444	221,148	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	100,018	66,508	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	95,682	105,833	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	6,938	6,938	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	157,839	142,166	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	234,268	266,987	Total balances and reserves at the end of the year. must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	229,700	261,186	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	867,579	876,209	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	34,529	28,719	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?	✓		For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval.

Signed **SIGNATURE REQUIRED**

Date **09/04/2026**

I confirm that these Accounting Statements were approved by this authority on this date:

30/04/2026

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED