

PORTLAND TOWN COUNCIL

Council Offices
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10th September 2014

Dear Councillor

You are hereby summoned to attend the **MEETING of PORTLAND TOWN COUNCIL**, to be held in **EASTON METHODIST CHURCH HALL, PORTLAND**, on **WEDNESDAY, 17TH SEPTEMBER 2014**, commencing at 7.00 pm when the business set out below will be transacted.

It should be noted that it is the Council's intention that all meetings of the Council and its Committees be recorded aurally.

Yours faithfully

Ian Looker
Town Clerk

A G E N D A

- 1. Prayers**
- 2. Apologies for Absence**
- 3. Declarations of Interest** – to receive any declarations from Councillors or Officers of personal or prejudicial interests regarding matters to be considered at this meeting, together with a statement on the nature of those interests.
- 4. Open Forum**
 - a) Police Question Time
 - b) Public Half-Hour
 - c) Reports from Borough and County Councillors
- 5. Minutes** – to confirm the minutes of the Town Council Meeting held on 16th July 2014
- 6. Minute Update and Matters Arising from the Minutes**
- 7. Town Mayor's Announcements**
- 8. Written Questions for the Mayor**
- 9. Financial Matters**
 - a) Payments for Authorisation (to follow)
 - b) 2014/15 Financial Report to 31st August 2014 (to follow)
- 10. Planning Committee Meeting, 27th August 2014** – to consider the following recommendation:-

Minute 2213 (c) – Ventnor Road
that the Clerk write to the County Council requesting that the present temporary arrangement to reverse the one-way flow of traffic be made permanent.
- 11. Additional Finance & Resources Committee Meeting, 8th September 2014** – to consider the following recommendations:-

a) Future Events – that the Council accept the amended calendar of events for October 2014 – July 2015 (attached)

b) Bonfire Night and Fireworks Event – that the Council accept the plan submitted to the Finance & Resources Committee with certain added provisos related to the terms and conditions applying to the various providers (see attached)

c) Staffing Review – that the Council appoint a certain consultant to carry out the projected review (see separate confidential attachment)

12. **Appointments** – to consider filling vacancies on:-
 - a) Neighbourhood Plan Management Group
 - b) Events and Tourism Sub-Committee
 - c) Portland Quarries Liaison Group
13. **Remembrance Sunday** – to discuss a letter from Dorset County Council about the organisation of the event (see attached)
14. **Meeting and Venues** – to review the Council's recent decision to hold meetings away from its Offices (see attached)
15. **Integrating Neighbourhood Plan Management Group Meetings with Those of Planning Committee** – to consider a proposal from Cllr. Wild that the two be held on the same evening (see attached)
16. **Council Grants, 2014/15** – to consider the current state of progress (see attached)
17. **Appointment of Internal Auditor, 2014/15** – to consider the Clerk's report (see confidential attachment)
18. **Standing Orders / Financial Regulations** – to consider a review process (see attached)
19. **Former Councillor Les Ames** – to consider how the Council might reward his lengthy period of service (see attached)
20. **Cheyne Weares** – to receive reports from Cllr. Wild and the Clerk and consider further action

- 21. Concession for Ice Cream Van at Cheyne Weares** – to consider a proposal from Cllr. Wild
- 22. Street Cleaning / Litter Consultation** – to consider a Council response (see attached)
- 23. Reports from Representatives to Outside Bodies and Voluntary Posts**
- 24. Exclusion of Press & Public** (discretionary)
“That pursuant to the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for Agenda Item(s) ... by reason of the confidential nature of the business to be transacted.”
- 25. Date of Next Meeting**
The next scheduled meeting of the Town Council is due to take place on Wednesday, 19th November 2014 starting at 7.00 pm.

MEETINGS AND VENUES

Council recently decided that all Council and Finance & Resources Committee meetings should be held at community halls on the Island which provide disabled access rather than at the Council Offices. Since the election of two new Councillors this has been extended to all committee meetings. Expenditure for hiring halls in this financial year has been £85.75 for four meetings to date. (Other invoices are outstanding or have not yet been submitted.) This does not take into account the small amount of travelling costs incurred by the staff in attending the meetings. Since the new arrangement came into force meetings have been held at Easton Methodist Church Hall, the Peter Trim Hall at St. George's Centre, the Community 2000 Hall and Osprey Leisure Centre. However at the request of Cllr. Thorner, who has more experience than us in these matters, we have excluded St. George's and certain other venues because they are not fully satisfactory from the point of view of disabled access.

Our aim on the staff side is to assemble a fuller list of acceptable sites, which includes contact details and the rate of charges. In the meantime we seek the views of Council on the venues we have used or might use in the future.

INTEGRATING NPMG MEETING WITH PLANNING

The proposal from Cllr. Wild is that Neighbourhood Plan Management Group meetings are held on the same night as Planning Committee. Planning would start at 7.00 pm as usual and if necessary be interrupted to allow NPMG to start at the definite time of 8.00 pm. Then at the discretion of the Planning Chairman the Planning meeting would resume when NPMG had finished.

The principal advantage of integrating the two meetings is that they can both be accomplished on one evening. The main disadvantage is that people could be left hanging around waiting, possibly for a prolonged period. It also cannot be guaranteed that a speedy handover between the two meetings can be achieved.

COUNCIL GRANTS, 2014/15

It has not been possible to arrange a meeting of the Grants Sub-Committee. With a Finance & Resources Committee meeting necessary to consider any recommendations made it is looking increasingly difficult to achieve the necessary time schedule that is involved. Council is asked to consider whether it might be better to proceed for now with the existing conditions, which tend to change very little from year to year. This would enable the Sub-Committee to review the conditions and deal with incoming grant issues at its leisure.

STANDING ORDERS / FINANCIAL REGULATIONS

A review of the Council's Standing Orders was started several years ago, but suspended while NALC carried out a national review. A second national review has since been completed. NALC has also recently revised its model Financial Regulations. Though we have updated our Standing Orders from time to time a wholesale review of both documents is necessary to take account of legislative changes in the intervening years.

Guidance is sought from Council on how the review should be carried out.

FORMER COUNCILLOR LES AMES

Members will be aware of his long service in local government at town, borough and county levels. They are asked to consider whether this should be recognised by the Town Council in some form.

Guidance from Section 249 of the Local Government Act 1972 is appended below.

249[F911Honorary titles]..

(1)A principal council may, by a resolution passed by not less than two-thirds of the members voting thereon at a meeting of the council specially convened for the purpose with notice of the object, confer the title of honorary aldermen [F912or honorary alderwomen] on persons who have, in the opinion of the council, rendered eminent services to the council as past members of that council, but who are not then [F913members] of the council. .

(2)No honorary alderman [F914or honorary alderwoman] shall, while serving as a [F915member] of the council, be entitled to be addressed as alderman [F916or alderwoman] or to attend or take part in any civic ceremonies of the council as an alderman [F917or alderwoman]. .

(3)Services rendered to the council of an existing county, county borough, borough or urban or rural district the area of which becomes wholly or partly included in a new county or district shall be treated for the purposes of subsection (1) above as services rendered to the council of the new county or district, as the case may be.

(4)An honorary alderman [F918or honorary alderwoman] of a principal council may attend and take part in such civic ceremonies as the council may from time to time decide, but shall not, as such, have the right— .

(a)to attend meetings of the council or a committee of the council (including a joint committee upon which they are represented); or .

(b)to receive any such allowances or other payments as are payable under sections 173 to 176 above. .

[F919(4A)A principal council may spend such reasonable sum as they think fit for the purpose of presenting an address, or a casket containing an address, to a person on whom they have conferred the title of honorary alderman or honorary alderwoman.] .

[F920(5)Subject as follows, a relevant authority may admit to be honorary freemen or honorary freewomen of the place or area for which it is the authority— .

(a)persons of distinction, and .

(b)persons who have, in the opinion of the authority, rendered eminent services to that place or area. .

(6) In this section “relevant authority” means— .
(a) a principal council; .
(b) a parish or community council; .
(c) charter trustees in England constituted— .
(i) under section 246 of the Local Government Act 1972, .
(ii) by the Charter Trustees Regulations 1996 (SI 1996/263), or .
(iii) under Part 1 of the Local Government and Public Involvement in Health Act 2007. .
(7) The power in subsection (5) above is exercisable by resolution of the relevant authority. .

(8) A resolution under subsection (7) above must be passed— .
(a) at a meeting of the relevant authority which is specially convened for the purpose and where notice of the object of the meeting has been given; and .
(b) by not less than two-thirds of the members of the relevant authority (or, in the case of charter trustees, of the trustees) who vote on it. .

(9) A relevant authority may spend such reasonable sum as it thinks fit for the purpose of presenting an address or a casket containing an address to a person on whom the authority has conferred the title of honorary freeman or honorary freewoman under subsection (5) above. .

(10) The admission of a person as honorary freeman or honorary freewoman does not confer on that person any of the rights referred to in section 248(4) above.] .

Annotations:

Amendments (Textual)

F911 Words in s. 249 heading substituted (12.1.2010) by Local Democracy, Economic Development and Construction Act 2009 (c. 20), ss. 29(2), 148(1)(d)

F912 Words in s. 249(1) inserted (12.1.2010) by Local Democracy, Economic Development and Construction Act 2009 (c. 20), ss. 29(3), 148(1)(d)

F913 Word in s. 249(1) substituted (30.12.2007) by Local Government and Public Involvement in Health Act 2007 (c. 28), ss. 74, 245, Sch. 3 para. 9(2)

F914 Words in s. 249(2) inserted (12.1.2010) by Local Democracy, Economic Development and Construction Act 2009 (c. 20), ss. 29(4)(a), 148(1)(d)

F915 Word in s. 249(2) substituted (30.12.2007) by Local Government and Public Involvement in Health Act 2007 (c. 28), ss. 74, 245, Sch. 3 para. 9(3)

F916 Words in s. 249(2) inserted (12.1.2010) by Local Democracy, Economic Development and Construction Act 2009 (c. 20), ss. 29(4)(b), 148(1)(d)

F917Words in s. 249(2) inserted (12.1.2010) by Local Democracy, Economic Development and Construction Act 2009 (c. 20), ss. 29(4)(c), 148(1)(d)

F918Words in s. 249(4) inserted (12.1.2010) by Local Democracy, Economic Development and Construction Act 2009 (c. 20), ss. 29(5), 148(1)(d)

F919S. 249(4A) inserted (12.1.2010) by Local Democracy, Economic Development and Construction Act 2009 (c. 20), ss. 29(6), 148(1)(d)

F920S. 249(5)-(10) substituted (12.1.2010) for s. 249(5)-(9) by Local Democracy, Economic Development and Construction Act 2009 (c. 20), ss. 29(7), 148(1)(d)

Modifications etc. (not altering text)

C684S. 249 modified (3.4.1995) by 1994 c. 19, s. 66(7), Sch. 17 para. 22(2) (with ss. 54(5)(7), 55(5), Sch. 17 para. 22(1), 23(2)); S.I. 1995/852, art. 9(1), Sch. 5

S. 249 extended (11.3.1996) by S.I. 1996/330, arts. 1(2), 6(1)

S. 249: functions of local authority not to be responsibility of an executive of the authority (E.) (16.11.2000) by virtue of S.I. 2000/2853, reg. 2(1), Sch. 1

C685S. 249(1) applied (with modifications)(11.3.1996) by S.I. 1996/330, arts. 1(2), 6(2)

C686S. 249(1) modified (28.11.2008) by The Local Government (Structural Changes) (Transitional Arrangements) (No.2) Regulations 2008 (S.I. 2008/2867), reg. 32 (with reg. 1)

C687S. 249(2)(4) modified (11.3.1996) by S.I. 1996/330, arts. 1(2), 6(3)

C688S. 249(2)(4) modified (28.11.2008) by The Local Government (Structural Changes) (Transitional Arrangements) (No.2) Regulations 2008 (S.I. 2008/2867), reg. 32 (with reg. 1)

Sent: 08 September 2014 17:14

Subject: Dorset Waste Partnership Consultation on Street Cleaning and Litter

Dear Sir / Madam

The Dorset Waste Partnership is consulting with Dorset parish and town councils and other stakeholder groups including residents' associations on its street cleaning and litter bin policies.

We would very much appreciate your council or group's views on how our approach to these services can be tailored to best meet local needs within the available resources.

We kindly request that, if possible, each organisation consider their responses and submit one questionnaire on behalf of the organisation.

To find out more and have your say, please read the consultation summary and complete the online questionnaire at:

<https://www.dorsetforyou.com/street-cleaning/consultation>

The consultation closes on Friday 31 October.

Kind regards

Michael Carhart-Harris
Senior Communications Officer, Dorset Waste Partnership

(Edited)