

## PORTLAND TOWN COUNCIL

Council Offices  
52 Easton Street  
PORTLAND  
Dorset  
DT5 1BT

E-mail:- [office@portlandtowncouncil.gov.uk](mailto:office@portlandtowncouncil.gov.uk)  
Tel: 01305 821638

12<sup>th</sup> July 2017

Dear Councillor

You are hereby summoned to attend the **TOWN COUNCIL MEETING**, to be held in **PETER TRIM HALL, ST. GEORGE'S CENTRE, REFORNE, PORTLAND** on **WEDNESDAY, 19<sup>TH</sup> JULY 2017**, 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

## AGENDA

1. **Chairman's Welcome**
2. **Prayers**
3. **Apologies for Absence** – to receive
4. **Declarations of Interest** – to receive any declarations from Councillors or Officers of pecuniary or non-pecuniary interests regarding matters to be considered at this meeting, together with a statement on the nature of those interests.
5. **Open Forum**
  - a) **Police** – to receive a report
  - b) **Public Half-Hour** (Limit: three minutes per speaker, thirty minutes total)
  - c) **Reports from Borough and County Councillors** – to receive
6. **Minutes of the Town Council Meeting, 28<sup>th</sup> June 2017** (attached) – to agree and sign
7. **Minute Update and Matters Arising from the Minutes** (attached) – to receive
8. **Written Questions for the Chairman** – to receive replies
9. **Town Mayor's Announcements**
10. **Financial Matters**
  - a) **Payments for Authorisation (to follow)** – to approve
  - b) **2016/17 Financial Report to 30<sup>th</sup> June 2017** (attached) – to accept
11. **Events & Tourism Working Group** – to receive a report from Cllr. Nowak on the Search and Rescue event and recent meetings of the Group (see attached)
12. **Spirit of Portland** – to consider a recommendation from the Events Working Group to give financial support for an advertisement in the Free Portland News

13. **Small Claim** – to receive an update from Cllr. Flack
14. **Council Grants, 2017/18** – to consider recommendations from the Finance Committee on policies and procedures (see attached)
15. **Proposed Weymouth Town Council** – to consider a corporate response to the consultation (see attached)
16. **General Power of Competence** – to resolve that the Council meets the conditions of eligibility (see attached)
17. **Japanese Knotweed** – to consider the recommendations of the MET Partnership, that – (1) the Council record where knotweed is sited, including photographs, and write to the landowners, (2) publicise its occurrence on the Council’s website and in its display window, (3) write to the Borough Council, Cllr. Grieve to draft a letter. (See attached)
18. **DAPTC Annual General Meeting, 2017** – to consider motions brought forward including the following:-  
Japanese Knotweed – that the Government (1) carry out a review of the occurrence of Japanese knotweed in this country and, because of its invasive nature, (2) provide funding for public and private landowners to eradicate it from their property.
19. **Primary School in Underhill** – to receive a report from Cllr. Grieve and consider any actions
20. **Office Keys** – to consider a proposal from Cllr. Atwell that all members have keys to the Offices (see confidential attachment)
21. **CiLCA Qualification** – to consider the staffing review recommendation that the Clerk be graded to LC2 (SCP 30 – 34) on the midpoint SCP 32, having obtained CiLCA
22. **Assistant Clerk** – to consider the recommendation of the Staffing Committee that the Council appoint an Assistant Clerk on LC1 (SCP 18 – 22), initially for 10 hours per week (see confidential attachment)

- 23. Reports from Representatives to Outside Bodies and Voluntary Posts – to receive**
- 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 meeting of the Town Council is scheduled to take place at Easton Methodist Church Hall on Wednesday, 20<sup>th</sup> September 2017 at 7.00 pm.

## **PORTLAND TOWN COUNCIL**

### **TOWN COUNCIL MEETING HELD ON WEDNESDAY, 28<sup>TH</sup> JUNE 2017 IN THE PETER TRIM HALL, ST. GEORGE'S CENTRE**

**PRESENT:** Councillors Ray Nowak (Chairman), Jo Atwell, Susan Cocking, Jim Draper, Charlie Flack, Chris Gover, Lucy Grieve, Sue Lees, Sandra Reynolds, David Thurston, Sandy West and Rod Wild.

**IN ATTENDANCE:** Ian Looker (Town Clerk), Rev. David Farmer (Mayor's Chaplain), Cllr. Katharine Garcia (Dorset County Council), Andy Matthews (Neighbourhood Plan Working Group), PC Steve Morris (Dorset Police) and five members of the public.

#### **3446 – CHAIRMAN'S WELCOME**

Cllr. Nowak welcomed all to the meeting and advised of fire precautions at the hall.

#### **3447 – PRAYERS**

The Mayor's Chaplain led the meeting in prayer.

#### **3448 – APOLOGIES FOR ABSENCE**

Apologies were received from Cllr. Kate Wheller (Dorset County Council and Weymouth & Portland Borough Council.)

#### **3449 – DECLARATIONS OF INTEREST**

There were none.

#### **3450 – OPEN FORUM**

##### **a) Police Question Time**

PC Morris referred members to the Police website for the latest crime statistics. He said the main problem on the Island at present was a spate of thefts of motorbikes and mopeds, and vehicle break-ins. He also answered questions about parking in Wakeham and Fortuneswell, and the possibility of speed signs to slow traffic down from New Road to the corner of Fortuneswell by the Royal British Legion.

##### **b) Public Half-Hour**

June Morley asked whether the Search and Rescue event was Lottery-funded. Cllr. Nowak explained that the Council's original bid to the Lottery was only an outline indication of what was intended. He had kept their people up to date as firmer details emerged and will be providing an interim report on the Council's spending.

Rob Hughes commented on the outstanding VAT claim, what he thought was an underestimate of the value of the civic regalia and the report on parking and visitor facilities in Chiswell.

##### **c) Reports from Borough and County Councillors**

Cllr. Garcia reported that she had been speaking to County officers on highway matters. As a result bollards had been installed on Greenways and potholes were being filled in. Overgrown vegetation will be dealt with in early July. She had also raised with the Cabinet to need to improve access to and from the Island.

### **3451 – MINUTES OF THE TOWN COUNCIL MEETINGS**

#### **a) Annual Town Council Meeting, 16<sup>th</sup> May 2017**

The minutes were formally approved and signed as a correct record.

#### **b) Adjourned Town Council Meeting, 17<sup>th</sup> May 2017**

Cllr. West was added to the list of apologies for absence. With this amendment the minutes were formally approved and signed as a correct record.

### **3452 – MINUTE UPDATE AND MATTERS ARISING FROM THE MINUTES**

**RESOLVED** – that the update report be accepted.

### **3453 – WRITTEN QUESTIONS FOR THE CHAIRMAN**

There were none.

### **3454 – TOWN MAYOR'S ANNOUNCEMENTS**

Cllr. Thurston detailed some of the arrangements for the Search and Rescue Ceremony on the following Saturday and requested members' help.

### **3455 – FINANCIAL MATTERS**

#### **a) Payments for Authorisation**

**RESOLVED** – that the schedule of invoices (including cheque refs. 300128 - 300130) in the sum of £9,101.38 including VAT be authorised for payment.

#### **b) 2016/17 Financial Report to 31st May 2017**

**RESOLVED** – that the report be accepted.

#### **c) Internal Audit, 2016/17**

**RESOLVED** – that the final report be received.

#### **d) Annual Return, 2016/17**

**RESOLVED** – that the Council answer “yes” to Items 1 – 8 of the annual governance statement and approve statement, accounting statements and supporting statement for signature.

### **3456 – COMMUNITY BUS**

Cllr. Cocking verbally reported on developments.

### **3457 – EVENTS & TOURISM WORKING GROUP**

Cllr. Reynolds' name was added to the list of those present at the meeting on 3<sup>rd</sup> May.

Cllr. Nowak reported verbally on the two meetings of the Group held since then, primarily to discuss the Lottery event associated with the Search and Rescue Ceremony.

**RESOLVED** – that Cllrs. West and Wild become members of the Events Working Group.

### **3458 – NATIONWIDE BUILDING SOCIETY ACCOUNT AND 900 YEARS TAPESTRIES**

Cllr. Nowak declared a non-pecuniary interest as a trustee of St. George's. The tapestries are now on display in Girt Hall following a Council grant last year for them

and wi-fi equipment. Two tapestries had never been framed and the Trust had requested from a health and safety aspect that those framed with glass have Perspex fitted instead. It was agreed the Finance Committee should look at additional funding for this work.

Cllr. Nowak also explained the link between the tapestries and the Nationwide (900 Years) account.

### **3459 – PARKING AND VISITOR FACILITIES**

Cllr. Grieve gave a visual presentation of the various issues involved in addition to her written report.

**RESOLVED** – that a Working Group consider the options, the members to consist of Cllrs. Gover, Grieve, West and Wild.

### **3460 – BOROUGH COUNCIL DISPOSAL OF PORTLAND SITES**

Cllr. Nowak provided a verbal report on some of the individual plots that the Borough intends to sell. The Borough may well write to the Town Council shortly offering some of the plots.

### **3461 – GRASS-CUTTING CONTRACTS**

This item was deferred for consideration after the exclusion of press and public.

### **3462 – CLOSURE OF LLOYDS BANK**

Cllr. Nowak reported that he and Cllr. Wheller had met with the manager of the Bank. There was no prospect of Lloyds changing their minds. Apparently the number of accounts open was a key factor and Lloyds conceded they could have given the public more warning of this prior to their announcement.

Two organisations have indicated a willingness to restore banking facilities to the Island.

### **3463 – DAPTC ANNUAL GENERAL MEETING, 2017**

Cllr. Nowak requested motions be submitted at the next meeting. One concerning Japanese knotweed was mooted.

### **3464 – REPRESENTATIVES TO OUTSIDE BODIES AND VOLUNTARY POSTS**

There were none.

### **3465 – STAFF PENSION**

This item was also deferred to later in the meeting.

### **3466 – EXCLUSION OF PRESS & PUBLIC**

**RESOLVED** – 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 Items 16 – Grass-Cutting Contracts and 20 – Staff Pension by reason of the confidential nature of the business to be transacted.

### **3467 – GRASS-CUTTING CONTRACTS**

The Clerk gave a verbal report on the current situation. He recommended that two areas for cutting be added to the West Weares specification and plan, namely a salient of shrubbery on the land sculpture and the edge of the tarmac path adjoining

the sculpture. It was left to the Clerk and Cllr. Grieve to come up with the best solution and report back to Council.

**3468 – STAFF PENSION**

**RESOLVED** – that Cllr. Draper submit a copy of the advice received from SLCC to NALC for comment.

**3469 – DATE OF NEXT MEETING**

The next scheduled meeting will take place on Wednesday, 19<sup>th</sup> July 2017, at the Peter Trim Hall, St. George’s Centre, Reforne starting at 7.00 pm.

The meeting ended at 9.20 pm.

Signed ..... Dated.....  
(Chair)

## MINUTE UPDATE

**a) Minute 3456 – Community Bus**

Investigation of the possibilities continues.

**b) Minute 3458 – Nationwide Building Society Account and 900 Years Tapestries**

The Finance Committee has not yet met to discuss the tapestries.

**c) Minute 3461 – Grass-Cutting Contracts**

I have spoken to the contractor for West Weares about the issues raised. Some have not been fully resolved while Cllr. Grieve has been on holiday. The contractor is content with the two additions to the specification.

## 2016/17 FINANCIAL REPORT TO 30<sup>TH</sup> JUNE 2017

Target for expenditure and income this month is 25% of budget figure.

### Expenditure

Salaries	A 1% annual pay rise has been assumed.
Civic Expenditure	A deposit fee of £150 will need to be deducted from the total once it has been returned. Other civic events remain to be held, e.g. Ceremony of the Keys, Carol Service.
Elections	The occurrence of by-elections is notoriously difficult to predict. The most optimistic view has been taken.
Neighbourhood Plan	Mr Matthews has provided the estimates.
Office Move	Current expenditure includes the cost of resiting the Mayors' plaque.

# Agenda Item 10(b)

## Portland Town Council - Financial Report, 28.6.17

	Budget 2017/18	Expend. 2016/17	Expend. to 30.6.17	Projected 2017/18	Paid / Rec'd to Date (%)
<b>EXPENDITURE</b>					
Salaries	30,500	30,152	7,659	30,950	25.11
Advertising	286	229	61	250	21.33
Audit	1,326	890	0	890	0.00
Bank Charges	70	185	18	100	25.71
Civic Expenditure	1,020	579	1,038	1,200	101.76
Computer Equipment	306	236	0	0	0.00
Computer Software	367	21	114	20	31.06
IT Support	255	0	150	250	58.82
Contingency	5,000	0	0	0	0.00
Council Offices	12,000	25,019	2,883	13,400	24.03
Elections	4,000	4,209	0	0	0.00
Furniture & Equipment	624	365	128	520	20.51
Hire of Halls	857	990	268	1,080	31.27
Honorarium	100	100	100	100	100.00
Insurance	1,530	1,250	829	830	54.18
Legal Fees	0	703	0	0	-
Mayoral Allowance	1,000	1,000	1,000	1,000	100.00
Postage	500	545	170	550	34.00
Publications	20	114	0	20	0.00
Stationery	700	684	228	900	32.57
Subscriptions	1,632	1,638	0	1,650	0.00
Telephone / Internet	510	605	149	600	29.22
Training / Conferences	800	285	285	400	35.63
Travelling & Subsistence	102	142	7	100	6.86
<b>Sub-Total</b>	<b>63,505</b>	<b>69,941</b>	<b>15,087</b>	<b>54,810</b>	<b>23.76</b>
Cheyne Weares	0	236	0	0	-
Gifts and Donations	102	93	0	100	0.00
Grants	1,000	1,915	0	1,000	0.00
Landscape Maintenance	6,000	1,284	190	1,800	3.17
Lottery-Funded Events	500	901	470	1,400	94.00
Lottery-Funded Facilities	1,000	0	0	0	0.00
Neighbourhood Plan	3,000	3,923	4,179	12,000	139.30
Office Move	800	4,298	798	1,100	99.75
Projects	5,000	1,400	0	1,400	0.00
Town Crier	50	35	0	40	0.00
Website	1,224	1,290	56	1,400	4.58
<b>Sub-Total</b>	<b>18,676</b>	<b>15,375</b>	<b>5,693</b>	<b>20,240</b>	<b>30.48</b>
<b>TOTAL</b>	<b>82,181</b>	<b>85,316</b>	<b>20,780</b>	<b>75,050</b>	<b>25.29</b>

**INCOME**

Precept	76,132	63,679	38,066	76,192	50.00
Discount Grant	549	2,007	274	549	49.91
Compensation	0	50,000	0	0	-
Council Offices Rent	3,000	0	0	2,000	0.00
Fair	1,000	1,000	0	1,000	0.00
Hire of Halls Refund	0	1,350	0	0	-
Interest	0	192	0	0	-
Lottery-Funded Events	500	5,800	0	0	0.00
Lottery-Funded Facilities	1,000	0	0	0	0.00
Neighbourhood Plan Grant	0	3,375	4,500	9,000	-
Sale of Council Furniture	0	1,909	0	0	-
Other	0	231	0	0	-
<b>TOTAL</b>	<b>82,181</b>	<b>129,543</b>	<b>42,840</b>	<b>88,741</b>	<b>52.13</b>

**SURPLUS / DEFICIT (-)  
FOR YEAR**

0	44,227	22,060	13,691
---	--------	--------	--------

**RESERVES RELEASED**

Lottery Fund			
Neighbourhood Plan	3,000	1,800	3,000
<b>TOTAL</b>	<b>3,000</b>	<b>1,800</b>	<b>3,000</b>
<b>Net Total after Reserve Release</b>	<b>3,000</b>	<b>23,860</b>	<b>16,691</b>

## Council Offices

**Expend. to  
30.6.17**

Council Tax	384
Electricity	106
Rent	2,625
Waste Collection	0
Water & Sewerage	0
Building Materials	21
Contractor Payments	15
Insurance	355
Legal Fees	0
Signage	0
Refund of Contractor Payment	-623
<b>Total</b>	<b>£2,883</b>

## Neighbourhood Plan

**Expend. to  
30.6.17**

Consultant's Fee	4,050
Printing	74
Staff Overtime	55
Grant Received	-4,500
<b>Total</b>	<b>-£321</b>

## EVENTS & TOURISM WORKING GROUP

Notes of meeting on 11<sup>th</sup> July 2017

Present – Cllrs Lees, Atwell, Nowak Apols Thurston, West, Wild, Symens

### **SAR Event July 1<sup>st</sup> – Public**

The day went well, great weather, and good feedback from the public. Generally there was appreciation that the commemoration of thanks to the SAR crew had a public element and not just the formal presentation within the hanger. People understood why the formal presentation was restricted to invites only, but welcomed the entertainment from the Portland Sea Cadets and the Deep Sea Jiver , and many enjoyed the half price ices . The small Portland flags that were handed out were waived with pride.

The formal and public groups merged, and the Mayor's Sea Cadet A.C. Williams assisted HM Lord Lieutenant of Dorset with the unveiling of the commemorative plaque, with about 350 people gathered.

Cllrs Lees , Atwell , Wild , Draper & Nowak assisted on the day . A bucket collection raised £ 145 .55

### **Portland Summer Fete 29<sup>th</sup> July**

Plans in hand for the Fete , which will include Soap Box Derby , Dog Show , Morris Dancers , Vintage Cars , aprox 11 stalls have been booked , Archaeology Display ,Pony Rides , Face Painting , Cider Trailer Tavern , various refreshments plus an amazing Raffle with many super prizes , such as meals for two , all donated by local business and some individuals .

#### **Outline of the day**

2pm Opening by Mayor Cllr Thurston

Morris Dancers

Dog Show

Pony Rides 2 till 4

Vintage Cars

3pm Morris Dancers

Soap Box Derby

Cider Tavern open all afternoon

Dog Show Prizes

Soap box Derby Prizes

Summer Fete Raffle

**Agreed and booked**, Public toilets, Rosette's, straw bales, advert, bunting, tabards, Ice Cream van

#### **To be considered and actioned**

Portable PA/ Megaphone, Plastic Chairs ,Soap Box Rules etc Dog Show schedule, Raffle tickets, Cider, Band ? ,

#### **Town Clerk to action :-**

That Cllr Dave Symes is ok to provide alcohol licence cover for the day .

Look into as Town Clerk to hold a temporary licence for future events

Check , public liability insurance and these covers Pony Riding .

Get quote for Insurance against having to cancel the day due to inclement weather etc .

Get a temporary Music etc licence for the day

All Cllrs are requested to be hands on assistants on the day – please confirm if you haven't already !

**Recommend to Full Council** they support a donation to PCP for £100 towards cost Spirit of Portland advert

Next meeting Tue 25<sup>th</sup> July @ 6.30 pm

Ray Nowak (Cllr)

**Event s - Outline Budget**

**\* = provisional amount**

Lottery Fund £5,800

<b>General</b>	<b>Expenditure</b>			
2 Gazebos	749.99			
Bunting / Flag	149.95			
Charge	250.00 *			
<b>Total</b>	<b>1,149.94 *</b>			

<b>Easton Promise</b>	<b>Expenditure</b>		<b>Income</b>	
Catering	22.00		Donation	111.22
First Aid	84.00		Donation	100.00
Advert	50.00 *		Donation	20.00
Catering	100.00 *			
<b>Total</b>	<b>256.00 *</b>			<b>231.22</b>

<b>SAR Public</b>	<b>Expenditure</b>		<b>Income</b>	
Portland Flags	300.00		Bucket donation	145.55
Deep Sea Jiver	450.00			
Ice Cream	200.00			
RNLI	34.95			
<b>Total</b>	<b>984.95</b>			<b>145.55</b>

<b>Portland Fete</b>	<b>Expenditure</b>		<b>Income</b>	
Toilets	260.00			
Advert	125.00 *			
Rosettes	250.00 *			
Hay bales	300.00 *		Hay bales	150.00 *
PA	50.00 *			
Tabards	45.00 *			
Prize	100.00 *			
Chairs	50.00 *			
A board	50.00 *			
Raffle books	20.00 *		Raffle	100.00 *
			Donation	
<b>Total</b>	<b>1,250 *</b>			<b>250.00 +</b>

	<b>Expenditure</b>		<b>Income</b>	
	<b>3,640.89 *</b>			<b>876.77 *</b>

## **COUNCIL GRANTS, 2017/18**

The Finance Committee has reviewed the three documents attached. In the Grant Scheme paragraph 9 and the first sentence of paragraph 10 have been added. The application form is unchanged, with just the closing date to be added.

The introduction to the Corsham Town Council Grants Policy was offered to the Committee to illustrate another council's approach to the same function. The Finance Committee has reordered the policy section for presentation here. In the original the Vision is the third paragraph, followed by the Aims.

Since a Council's vision and aims deserve careful thought my advice to Council is not to treat them as an add-on to its grants policy, but to consider them as part of its general review of Council services and strategy, programmed for October and November.

## **CORSHAM TOWN COUNCIL - GRANTS POLICY (Reordered)**

### **1. Policy**

Our Aims: 'The Town Council aims to improve the quality of life in Corsham through encouraging an active, healthy and safe community, vibrant town centre and attractive environment managed in a sustainable way.'

Our Vision: 'Corsham will be the most desirable place in North Wiltshire to live, work and visit, with a safe, active, healthy and sustainable community based around a vibrant and useful town centre.'

The Council is committed to supporting and strengthening the many networks and community groups that help to make a positive difference to Corsham as a vital place to live and work, for everyone. We know that the Council can make a difference through our grants process, but it is also important that we seek a relationship with many of these groups to explore other ways in which they can develop and grow as they need to.

At the discretion of the Council, grants are awarded to community organisations which demonstrate a clear need for financial support and contribute towards the vision and aims for Corsham. Projects and activities must have a specific benefit to residents of Corsham.

## **PROPOSED WEYMOUTH TOWN COUNCIL**

We have received notification from DAPTC of a consultation on the proposal to create a town council for Weymouth. The online consultation form (attached here) and supporting information can be found at [www.futureweymouth.co.uk](http://www.futureweymouth.co.uk). Council may wish to submit a corporate response.

In summary...

- If Dorset moves to just having a **single main council** (a unitary authority) for your area, Weymouth and Portland Borough Council will cease to exist.
- This will leave Weymouth but not Portland (as Portland already has a town council) **without any “local” council(s)** to look after the town’s interests.
- Virtually all other areas in Dorset have civil parishes, with **parish councils in rural areas** and **town councils in urban areas**.
- Weymouth doesn’t have a civil parish(es) so this needs to change **to create any new “local council(s)”**.
- The whole area could **become one parish** (and have one town council) - this is WPBC preferred way forward.
- Or the area could have more than one council, no council at all or some other arrangement. WPBC are **open to all suggestions**.
- The **legal process** is known as a “community governance review”.
- We are **now consulting** on the way forward.
- We are also consulting on the **possible electoral arrangements** (and name) a new council could take.

Please read the full supporting information (available at [futureweymouth.co.uk](http://futureweymouth.co.uk)) which explains the proposals and process in more detail.

**We need your views on these draft proposals. Have we got it right? Is there a better way of doing it? Is the area proposed for the new town council the right area?**

About you

**Are you responding as:**

- a Weymouth resident (please give your postcode)
- a representative of an organisation (please give further details)
- a representative of a local business (please give the name of your business)
- a resident from outside Weymouth



# FutureWeymouth



## Your community identity

Weymouth is an area made up of a number of distinct settlements/suburbs with their own character which together combine to be "the town".

**If you live in Weymouth what do you normally regard as your community? (choose one)**

- Dorset as a whole
- Weymouth as a whole
- A specific part of weymouth (please select)
- Not applicable

## The proposed area

Having read the supporting documentation to what extent do you agree or disagree with the following statement:

**A single new Town Council for the whole of Weymouth as one area would represent the community well.**

- Strongly agree
- Agree
- Neither agree/disagree
- Disagree
- Strongly disagree

**If you feel some areas should not be included within the town council area please say which they are and why you think they should be excluded.**

**Do you feel that a “No Town Council” option should exist?**

- Yes
- No
- Don't know



## Other alternatives

Councillors have proposed a single town council for the whole area as they feel it is the best option. They have already considered and ruled out some other options. If there are other options you think better serve the community that we should consider, please explain your alternative options and tell us why you think that would be better.



[← Back](#) [↺ Reset](#) [Next →](#)

## How a new town council could work

If the whole area was to be brought under a town council, the working party have proposed that:

- The first elections would be in 2019 (and every fourth year thereafter)
- There would be 29 councillors
- The area would be divided into 12 wards
- The new wards would match the existing borough ward boundaries

**To what extent do you agree or disagree with the proposed electoral arrangements described above?**

- Strongly agree
- Agree
- Neither agree/disagree
- Disagree
- Strongly disagree

**If you do not agree with the proposals about the electoral arrangements please explain why**

**If the whole area was to be brought under a town council what should this new council be called?**

- Weymouth Town Council
- Weymouth and Melcombe Regis Town Council
- Weymouth Area Town Council
- Weymouth and Melcombe Regis Area Town Council



Further comments

Are there any other comments you have about this proposal?



[← Back](#) [↻ Reset](#) [Next →](#)

## Considering Equalities and Human Rights

The council have a duty to take into account the impact of their decisions on human rights and people with protected characteristics under the Equality Act 2010 (age, disability, sex, gender reassignment, marriage and civil partnership, race, religion or belief, and sexual orientation)

**Are there any positive and negative impacts that you believe the council should take into account in relation to equalities or human rights? If so, are you able to provide any supporting evidence and suggest any ways in which the organisation could remove any potential negative impacts and increase any positive impacts**



[← Back](#) [↻ Reset](#) [Next →](#)

## **GENERAL POWER OF COMPETENCE**

The power “permits a local council to do anything an individual can do unless specifically prohibited by the general power or by other legislation. An eligible local council ... is still subject to the statutory limitations, restrictions or prohibitions that were in place before the introduction of the general power of competence or implemented after.”<sup>1</sup>

The power is subject to two conditions, (1) that at least two-thirds of the councillors have been elected (Portland’s proportion is 79%), (2) that the clerk has a recognised local council qualification and relevant training in the exercise of the general power.<sup>2</sup> The power is confirmed by a resolution of the council and reaffirmed at the next “relevant annual meeting” of the council, provided the conditions are still met. If either of those conditions ceases to be met the council still retains the power until the term of that council ends.

As examples the power enables a council to:-

- facilitate a community shop, post office or pub
- lend or invest money
- set up a business or co-operative to trade commercially.

The power does not allow a council to exercise the functions of another local authority, nor can it trade through a company. If it does charge for its services that can only be to recover its costs, not for profit.

---

<sup>1</sup> “Local Councils Explained”, NALC, p. 29

<sup>2</sup> The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012

## JAPANESE KNOTWEED

### Information Sheet

From: <https://www.gov.uk/guidance/prevent-japanese-knotweed-from-spreading> June 2017

You must prevent Japanese knotweed on your land from spreading into the wild and causing a nuisance.

You could be fined up to £5,000 or be sent to prison for up to 2 years if you allow contaminated soil or plant material from any waste you transfer to spread into the wild.

Find out how to [identify Japanese knotweed](#) using the identification sheet.

#### **Prevent the spread of Japanese knotweed**

You don't have to remove Japanese knotweed from your land, but you could be prosecuted or given a community protection notice for causing a nuisance if you allow it to spread onto anyone else's property.

#### **Spray with chemicals**

Spraying with chemicals (known as 'herbicides') is an effective treatment to stop invasive plants from spreading. You must only use [approved herbicides](#).

You'll have to re-spray. It usually takes 3 years to treat Japanese knotweed until the underground rhizomes become dormant.

You may need to do any or all of the following when using chemicals:

- make sure anyone spraying holds a certificate of competence for herbicide use or works under direct supervision of a certificate holder
- carry out a [Control of Substances Hazardous to Health \(COSHH\)](#) assessment
- get permission from Natural England if the area is protected, for example sites of special scientific interest
- get [permission from the EA](#) if the plants are near water

You might need any of the following to dispose of certain chemicals:

- an [environmental permit](#)
- [registered waste exemption](#)
- [trade effluent consent](#)

You must [dispose of chemicals](#) through a registered waste carrier to a permitted waste disposal facility.

#### **Bury plants**

Before burying non-native invasive plant waste on your land [check with the EA](#) to see if this is allowed. You won't normally be allowed to bury waste on land unless it's at a landfill site that's got a suitable permit.

You can bury Japanese knotweed at the site where it's produced as long as you:

- bury it at a depth of at least 5 metres
- cover the plant remains with a material that doesn't allow the plant to grow through it (known as a 'root barrier membrane layer')
- make sure that you don't bury any other types of waste with it

Where it isn't possible to bury the plant 5 metres deep, you should wrap a root barrier membrane layer completely around the plant remains and bury it at a depth of at least 2 metres.

You may need to [tell the EA](#) a week before you intend to bury the plant waste. Send a letter to your local area EA team.

#### **Burn plants**

Any business burning Japanese knotweed plant waste must tell:

- [the EA](#) at least a week before
- your [local environmental health officer](#)

You don't need to do this if you're burning the waste privately as an individual but you should check with your local council that burning is allowed. Knotweed crown and rhizome may

survive burning, therefore you should dispose of any remaining material following the guidance on burial or off-site disposal on this page.

You'll also need an [environmental permit](#) or [registered waste exemption](#) if you're a business - this includes if you're a farmer.

### **Dispose off-site safely**

Soil or plant material contaminated with non-native and invasive plants can cause ecological damage and may be classified as controlled waste.

It's an offence to keep, treat or dispose of waste that could harm:

- the environment
- human health

You must use a [registered waste carrier](#) and an authorised landfill site or suitable disposal site. To find a site that accepts the waste you can check with the site direct, contact your local authority or [check the EA public register](#). You can't usually compost most non-native plants because of all of the following:

- they're usually persistent
- they'll survive the composting process
- they usually infest areas where the compost is used

You must follow the law if you've been employed to transfer goods or material by road (otherwise known as being a 'haulier') and you're disposing of any waste that has or might have Japanese knotweed in it.

### **Dispose of Japanese knotweed waste off-site**

You must dispose of Japanese knotweed waste off-site by transferring it to a disposal facility that's permitted, such as a landfill site that has the right environmental permit. The permit must allow the disposal of invasive plants at the landfill site but it won't necessarily specify invasive weeds. Usually the permit will allow biodegradable wastes to be taken and will usually be for non-hazardous wastes.

You must not:

- dispose of Japanese knotweed with other surplus soil
- sell soil contaminated with Japanese knotweed as topsoil

You can only reuse knotweed-contaminated soils after treatment, on the site where they were produced.

You can't get a waste licensing exemption for the use of Japanese knotweed.

### **Transfer Japanese knotweed waste**

Before you transfer Japanese knotweed waste you must:

- check with the waste site in advance to make sure it's got a permit to accept material containing invasive plants - the waste site may also need time to prepare
- tell the waste site that you're transferring Japanese knotweed waste

When you transfer the Japanese knotweed waste you must cover or enclose it in the vehicle so that no waste can escape.

### **After you transfer Japanese knotweed waste**

After you've transferred the Japanese knotweed waste at the disposal site you must:

- brush vehicles down vigorously or jet-wash them to clear them of any Japanese knotweed
- inspect your vehicles to check there's no trapped pieces of the plant or rhizome

### **Further information**

See the [Japanese knotweed code of practice](#) for more information.

### **Contacts**

Contact the Environment Agency for help if you:

- have further questions about how to handle Japanese knotweed
- want to find out more about when you need a waste licence to dispose of waste
- want to complain about waste producers who aren't telling people they employ to transfer waste material about Japanese knotweed in that waste - this is breaking the rules on their waste duty of care

Lucy Grieve (CIr)

# Important Notice

## Japanese Knotweed



### Government Guidance :

You must not plant in the wild or cause Japanese Knotweed to grow in the wild. **You could be fined up to £5,000 or be sent to prison for up to 2 years** if you allow contaminated soil or plant material from any waste you transfer to spread into the wild.

You don't have to remove these plants or control them on your land but **you could be prosecuted or given a community protection notice for causing a nuisance** if you allow Japanese knotweed to grow on anyone else's property.

### PTC Guidance :

Japanese Knotweed is becoming an increasing problem on the island.

If you have Japanese Knotweed on your land or see it on the island, please let PTC know.

Information sheets on how to eradicate Japanese Knotweed are available from the PTC offices.