

## **PORTLAND TOWN COUNCIL**

### **ADJOURNED TOWN COUNCIL MEETING HELD ON WEDNESDAY 22<sup>ND</sup> MAY 2013**

**PRESENT:** Councillors L. Ames (Chair), Mrs R. Barton, Mrs S. Bradley, R. Denton-White, Miss A. Munro, T. Munro, I. Munro-Price, R. Nowak and R. Wild.

**IN ATTENDANCE:** Ian Looker (Town Clerk), and one member of the public.

#### **2374 – PRAYERS**

The Clerk led the meeting in prayer.

#### **2375 – APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs. R. Hughes and Mrs E. Munro-Price, Rev. Tim Gomm and Sgt. Ged Want.

#### **2376 – DECLARATIONS OF INTEREST**

There were none.

#### **2377 – OPEN FORUM**

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

The Clerk explained that Sgt. Want was absent because of his only recent return to work after a period of sickness. Cllr. Tim Munro said the Police & Crime Commissioner in conversation with him had been surprised at the absence of the Police from Town Council meetings.

The Clerk was asked to write to the Commissioner concerning both his own absence after an undertaking to Cllr. Munro and the general Police absence.

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

In passing Cllr. Nowak said he thought the Council ought to review its meetings and agendas. This will be an item on the next Town Council agenda.

#### **2378 – MINUTES OF THE TOWN COUNCIL MEETINGS HELD ON 17<sup>TH</sup> APRIL 2013**

Cllr. Denton-White should have been included in the list of apologies. With this amendment the minutes were formally agreed and signed as a correct record.

#### **2379 – MINUTE UPDATE AND MATTERS ARISING FROM THE MINUTES**

##### **a) Minute 2359, para 2 – Vindelis Court**

Cllr. Wild confirmed that the site had been cleared and preventive measures taken to avoid a repeat.

##### **b) Minute 2362 (a) – Portland Fair**

Cllr. Ian Munro-Price asked about the state of damage to the Fair field. The Clerk will check to see if repairs have been carried out.

### **2380 – TOWN MAYOR’S ANNOUNCEMENTS**

There were none.

### **2381 – WRITTEN QUESTIONS FOR THE MAYOR**

None had been received.

### **2382 – ELECTION OF CHAIRS AND VICE-CHAIRS FOR 2013/14**

The following appointments were **RESOLVED:-**

#### **a) Planning & Highways Advisory Committee**

Chair: Cllr. Wild, Deputy Chair: Cllr. Barton

#### **b) Marine & Environment Partnership**

Chair: Cllr. Denton-White, Deputy Chair: Cllr. Bradley

#### **c) Neighbourhood Plan Working Group**

Chair: Cllr. Barton, Deputy Chair: to be appointed

#### **d) Visitor Centre Sub-Committee**

Appointments postponed.

#### **e) Portland Youth Council**

Lead Cllr: Cllr. Bradley, Deputy: Cllr. Denton-White

### **2383 – WORKING GROUPS**

The following memberships were agreed:-

#### **a) Island Caretaker**

Cllrs. Barton (Chair), Ames, Denton-White, Tim Munro and Wild.

#### **b) Neighbourhood Plan**

Cllrs. Barton (Chair), Ames, Denton-White, Amanda Munro, Tim Munro and Wild.

#### **c) Personnel**

(Now all named members) Cllrs. Tim Munro, Nowak and Wild.

#### **d) Standing Orders and Financial Regulations**

Cllrs. Bradley, Denton-White, Tim Munro, Nowak and Wild.

#### **e) Tourism**

Cllrs. Tim Munro (Chair), Barton, Denton-White (briefholder) and Amanda Munro.

Cllr. Ian Munro-Price asked concerning the approaching Ceremony of the Keys whether the Events Working Group should be reconvened to organise it. The Mayor said it was being dealt with by the Assistant Clerk and arrangements were well in hand.

Cllr. Munro-Price requested that sufficient seats be provided for the elderly at this year’s event.

## **2384 – FINANCIAL MATTERS**

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

**RESOLVED** – that the insurance premium payable to Zurich Insurance PLC be paid for the three-year period, 2013-16 and that insurance provision for the Council be reviewed towards the end of that period.

**RESOLVED** - that the corresponding schedule of invoices (cheque refs. 2868 – 2883) in the sum of £7,145.43 including VAT be authorised for payment.

### **b) Internal Auditor's Report, 2012/13**

Cllr. Tim Munro criticised the accuracy of the auditor's report detailed in letters of 7<sup>th</sup> and 11<sup>th</sup> May 2013 in respect of the Council's Code of Conduct and risk management. It was proposed by Cllr. Tim Munro and **RESOLVED** – that the Council not accept the internal auditor's report.

The Clerk was asked to reply to the internal auditor, stating the reasons for the Council's refusal. Principally these were inaccuracies in the 7<sup>th</sup> May letter, point (1) with reference to Appendix D of the Weymouth & Portland Borough Council Code of Conduct, page 12, and disagreement with his conclusions about treating others with respect, particularly regarding minute 2330. The letter should request the internal auditor to clarify his observations so that a situation could be reached where the Council could accept his report.

### **c) Annual Return for 2012/13**

It was proposed and **RESOLVED** – that the Council approve Sections 1 and 2 of the Annual Return and that the Chair sign both Sections on behalf of the Council.

### **d) Bank Signatories**

It was proposed by Cllr. Tim Munro and **RESOLVED** – that the bank signatories remain as Cllrs. Ames, Bradley, Ian Munro-Price and Wild.

## **2385 – APPOINTMENTS OF REPRESENTATIVES TO OUTSIDE BODIES AND VOLUNTARY POSTS**

In a series of votes it was **RESOLVED** – to make the following appointments:-

Christmas Lights Competition - Cllr. Bradley  
Dorset Association of Parish and Town Council - Cllrs. Denton-White and Wild  
Dorset Broadcasting Action Group (DORBAG) - Cllr. Bradley  
Dorset Waste Forum - Cllrs Tim Munro and Elspie Munro-Price (Deputy)  
Footpaths Liaison - Cllrs Ames and Amanda Munro  
Jurassic Coast Community Forum - Cllr. Ames  
Portland Ancient Monuments Liaison Officer (DCC) - Cllr. Ames  
Portland Centre - Cllr. Elspie Munro-Price  
Portland Community Partnership - Cllrs. Barton and Tim Munro  
Gardening Competition - Cllr. Bradley  
Portland Quarry Parks Forum - Cllr. Bradley  
Portland Youth & Community Management Committee - Cllr. Denton-White  
Rights of Way Liaison Officer (DCC) - Cllrs. Barton and three Deputies,  
Cllr. Elspie Munro-Price, Mrs Sue Lees and Simon Gledhill  
Rights Respecting Communities Steering Group - Cllr. Hughes

Transport Representative - Cllr. Nowak  
Westhaven Hospital Focus Group - Cllr. Amanda Munro  
Weymouth & Portland Community Partnership (now) Board - Cllr. Tim Munro  
Weymouth & Portland Standards Committee - Cllrs. Bradley and Tim Munro,  
Deputy Cllr. Ames

The Clerk was asked to write in particular to the Portland Centre and Weymouth & Portland Community Partnership Board, confirming the appointments and raising points at issue.

It was agreed that Cllr. Denton-White be provided with copies of correspondence regarding the Jurassic Coast Communities Forum.

In lieu of there no longer being Councillors appointed to conduct Planning Committee site visits Cllr. Wild asked that all members be encouraged to visit the sites and familiarise themselves with the particulars as well as they were able.

### **2386 – ORDER OF BUSINESS**

It was proposed by Cllr. Tim Munro and **RESOLVED** – that the following agenda items be deferred until the next meeting:-

- 26) Risk Assessment
- 27) Council Responsibilities
- 28) County Mineral Core Strategy
- 29) Reports from Borough and County Councillors
- 31) Reports from Representatives to Outside Bodies and Voluntary Posts

### **2387 – REPLACEMENT OF TOWN COUNCILLORS**

It was proposed by Cllr. Wild and **RESOLVED** – that should a formal election be required, poll cards be issued.

It was also agreed that co-option advertisements be placed in News and Views and the Free Portland News, with a closing date of 8<sup>th</sup> July 2013.

### **2388 – FORWARD PLAN**

It was agreed to include the Island Caretaker(s) in the agenda of the June meeting.

### **2389 – DATE OF NEXT MEETING**

The next scheduled meeting of the Town Council is due to take place on Wednesday, 19<sup>th</sup> June 2013 starting at 7.00 pm.

The meeting ended at 9.25 pm.

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