



SHAFTESBURY TOWN COUNCIL

Full Council

Minutes of a meeting of the Council held in the Council Chamber, High Street, Shaftesbury Dorset SP7 8LY on Tuesday 28th July 2015 commencing at 7:00pm.

Members Present:

Councillor R Tippins (Chair)
Councillor Austin
Councillor Hall
Councillor Lewer
Councillor Taylor
Councillor Todd

Councillor Proctor (Vice-Chair)
Councillor Francis
Councillor Jackson
Councillor Perkins
Councillor K Tippins
Councillor Wegwermer

Officers Present:

Claire Commons, Committee Services Officer
Stephen Holley, Town Clerk

In Attendance:

Four members of the public

MINUTES

Public Participation

Members of the public were invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern. The following matters were raised;

- Town Clerk. It was asked whether the Clerk had been confirmed in post, it was reported that the Clerk was not quite at the end of his probationary period.
- Swimming Pool. Numerous questions were put in relation to the pool. The Clerk requested that these be put in writing, for him to respond.
- Car Rally. It was explained that Shaftesbury Carnival was hosting a classic car rally at Barton Hill and all were welcome to attend.

Public consultation concluded at 7.11pm

FC46 Apologies

All members were present

FC47 Declarations of Interest and Dispensations

No declarations of interest or requests for dispensation had been received. All members were invited to declare any interests throughout the meeting if the need arose.

FC48 Minutes

It was **RESOLVED** to approve the minutes of the Council Meeting held on 23rd June 2015 as a correct record. The minutes were duly signed.

It was **RESOLVED** to approve the amendment to the minutes of the Annual Meeting held on 19th May 2015 to include the addition of Shaftesbury Arts Centre representative being Councillor Karen Tippins to item FC13. The amendment was duly signed.

FC49 Mayor's Report

- a. Report 0715FC04 was received and the Mayor gave detail of the events. It was mentioned that Shaftesbury may consider being a Dementia Friendly Town.
- b. District Councillor Francis gave an oral report referencing 'Fixing the Foundations' relating to the Housing Group addition to the National Planning Policy Framework which covered making a Local Plan, looking at transport needs and infrastructure, the need for cities to be built up rather than countryside and brownfield sites being banded, a thrust by national government to push forward starter homes and low market cost housing, Community Infrastructure Levy (CIL) and Section 106 to be extended to other homes including right to buy and policy in place that anyone going into affordable housing would have to demonstrate Shaftesbury connections.

District Councillor Pritchard's report was tabled. It included Overview and Scrutiny, Licensing and Orders and information about two consultations taking part during the summer for the Local Plan and Community Infrastructure Levy.

- c. Councillor Taylor reported on behalf of the Shaftesbury Community Association, that they had plans for extension requiring planning permission but that was complicated due to the length of the lease. The Association had asked to present its plans to the Council.

Councillor Austin reported as the representative to the Shaftesbury Football Club that the atmosphere was good. It was recognised and understood by the Football Club that there were differences between themselves and the Swimming Pool. There were matters to be resolved relating to costs incurred during the interim period between operations and these were currently being discussed with the Clerk. It was reported that there were currently plans with the Clerk for alterations to the building which had been submitted for Landlord approval and other minor works were underway and great improvements had already been made. Councillor Proctor declared that he had drawn up the plans for the alterations free of charge as a gesture of goodwill.

FC50 Payments

Officer report 0715FC05 had been circulated and a supplementary report was tabled. It was **RESOLVED** to approve the following payments: cheques (012142

– 012171) for the period 15th July to 23rd June 2015 totalling £10,489.49 from the Town Council Current Account.

FC51 Committee Membership

Officer report 0715FC06 was received. It was **RESOLVED** that Councillors R Tippins and Taylor be appointed to the Recreation, Open Spaces and Environment Committee and Councillor Wegwermer be appointed to the Planning and Highways Committee.

FC52 Reports from Committees

Minutes of Committee meetings had been previously circulated; they were noted as being received.

Councillor Lewer (the Chairman of the Planning and Highways Committee) reported that there had been a short survey carried out regarding the lighting in St James. The electricity company had been thanked for looking for alternatives but it was felt that the proposed solution was still not quite right.

FC53 Swimming Pool

Officer report 0715FC08 was received. The Mayor reported that Mr John Parker had volunteered as a director for Shaftesbury Community Swimming Pool Ltd. and there was a desire to find another three non-councillors to serve as directors with a view to reducing the number of directors who were also Councillors. The Clerk confirmed that a licence to occupy had been granted and also reported that the Council's auditors had confirmed that the pool was classified as a separate company. Councillor Austin spoke in support of the speed at which the project had been achieved, acknowledging the risks and the exceptional opportunity. It was noted that the next phase was to gather funds to put a new roof on and consideration of extending outwards to make the building bigger. It was **RESOLVED** that the project plan be endorsed, subject to the inclusion of an annex listing the project milestones (tabled) and that a letter of thanks be sent to volunteers and staff.

FC54 Rifles Monument

This item was withdrawn pending advice from the National Association of Local Councils.

FC55 Freedom of Information

Officer Report 0715FC10 was received and additional information circulated. It was acknowledged that the Council respected the need to provide information but needed to mitigate the effect of multiple Freedom of Information requests from a small number of people. Concern was expressed that responding to Freedom of Information requests should not interrupt the business of the Council. It was **RESOLVED** to form a working group to discuss with the Clerk a policy or agreed process to address this matter to report to the General Management Committee. Councillors Taylor, K Tippins, Perkins, Austin, R Tippins and Jackson volunteered their involvement.

FC56 S.106 Heads of Terms – Wincombe Lane Development

An oral report was given referring to the previously circulated report 0715GEM13. It was noted that there were establishments in Shaftesbury that were beginning the process of becoming a registered social landlord with the HCA but the process could take up to 3 months. It was **RESOLVED** to request of North Dorset District Council an amendment to the draft Heads of Terms for the Wincombe Lane Proposal, Affordable Housing heading: That the wording for Extra Care was such that its first priority was Shaftesbury provided that Shaftesbury could submit a proposal before the requirement to draw the s.106 money.

FC57 Skate Park

Officer Report 0715FC12 was received. The report was **REFERRED** to the Recreation, Open Spaces and Environment Committee for its September meeting for consideration of repair of the Barton Hill Skate Park from the Playground budget.

FC58 Youth Club and Silver Band.

Officer Report 0715FC13 was received. The Mayor spoke regarding a proposal for the Youth Club and Band Hall, reporting that the Neighbourhood Plan Questionnaire had identified that the particular site at Cockrams was the preferred for a Community Hall. The Neighbourhood Plan had also identified a need for additional leisure facilities which the Youth Club was happy to accommodate. It was noted that there was an opportunity to share the music rooms with North Dorset District Council and considered that the location could give an opportunity to make it a hub for the Town. It was **RESOLVED** to support the Shaftesbury Youth Club and Shaftesbury Silver Band in its application for s.106 monies for a Planning Application to expand the scope of leisure provision at Cockrams.

FC59 Town Clerk's Absence

The Town Clerk spoke to this item in view of currently being on Jury Service. He reported that he had delegated various tasks within the office and was now able to say that he did not expect to be absent from his duties beyond the present week.

FC60 Local Council Award Scheme

The circulated report was **REFERRED** to the Human Resources Committee for consideration of the Local Council Award Scheme prior to consideration by Council.

FC61 Fair Trade Twinning

Officer Report 0715FC16 was received. It was reported that the matter was in relation to supporting Shaftesbury Fairtrade Group's proposed relationship with Bolgatanga, rather than town twinning. It was **RESOLVED** to write a letter of support to the Fairtrade Group for its work with Bolgatanga.

FC62 Council Credit / Debit / Payment Card

Officer Report 0715FC20 was received. It was **RESOLVED** to obtain a Council Credit Card with the following stipulations;

- Card limit of £5,000
- Balance to be cleared each month by direct debit

- Card to be held in the Council's safe
- All receipts to be retained and reconciled to the monthly statement
- Monthly statement reports to Council showing cleared balance.
- Town Clerk to be the only person authorised to use the card and does not disclose the PIN
- Adjustment of Financial Regulations to accommodate the provision of the card

FC63 Neighbourhood Plan

The Mayor gave a brief report on the Neighbourhood Plan Questionnaire identifying the salient points arising. It was **RESOLVED** to form a working group to consider the elements and suggestions arising in relation to the Town Centre, Councillors Todd, Lewer, Wegwermer, Austin and Proctor Hall volunteered and it was agreed to also invite other members of the community. It was agreed to publish the summary sheets of the questionnaire on the Council's website.

There being no further business, the meeting was closed at 9.00pm

Signed

Date

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