

**SHAFTESBURY TOWN COUNCIL****Full Council**

Minutes of the Council held in the Council Chamber, High Street, Shaftesbury Dorset SP7 8LY on Tuesday 11th October 2016, commencing at 7.00pm.

Members Present:

Councillor R Tippins (Chair)
Councillor Brown
Councillor Lewer
Councillor Taylor
Councillor Todd

Councillor Francis (Vice-Chair)
Councillor Hall
Councillor Proctor
Councillor K Tippins

Officers Present:

Claire Commons, Interim Deputy Town Clerk

In attendance:

Seventeen members of the public
Two representatives for the Community Hall
Two architects for the Community Hall

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:

- Community Hall. Support from the Bowling Club for the plans for the Community Hall.
- Governance. In relation to some members regularly not attending meetings of the council. In relation to the standard of minutes. In relation to additional issues which were not reported on by the external auditor. In relation to member conduct.
- Town Clerk. Questions in relation to the appointment and expected salary scale.
- Budget. Request that Shaftesbury Town Council carries out a similar online budget consultation to that being conducted by North Dorset District Council.
- Westminster Memorial Hospital. Support for retaining beds at the hospital.

FC65 Apologies

Apologies were received and accepted from Councillors Perkins and Jackson due to work commitments and Councillor Austin due to ill health.

FC66 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.

FC67 Minutes

It was **RESOLVED** that the minutes of the meeting of the Meeting of the Council held on 6th September 2016 be approved with one correction to a date on page one and a typo on page two. The minutes were duly signed.

FC68 Presentation from the Community Hall

There was a presentation from the architects Community Hall Group on the plans for the new hall. The Council unanimously supported the proposals.

FC69 Shaftesbury Hospital

Officer report 1016FC05 was received. Two draft policy statements were put forward and it was **AGREED** that the main principles were to retain the beds at the hospital and to work with all the local town and parishes to establish the position.

FC70 Reports

1. The Mayor reported on civic events and meetings he had attended.
2. District Councillor Francis advised that there was nothing to report.

Councillor Brown urged everyone to respond to the public consultation for restructuring Local Government.

3. Councillor Taylor reported that he had attended the Shaftesbury Community Association meeting, there was nothing of note to bring to the Council's attention at that point.

Councillor Proctor reported that he had attended the Compton Abbas Airfield meeting and the Shaftesbury Abbey meeting, there was nothing of note to bring to the Council's attention at that point.

FC71 Reports from Committees

The minutes of the Committee meetings held in September 2016 were received for information. Councillor K Tippins noted that the recommendation from the Recreation, Open Spaces and Environment Committee regarding a new slide was on the agenda. Councillor Frances noted that the recommendation from the General Management Committee regarding Employment Law Services was on the agenda.

FC72 Audit Report

Officer report 1016FC08 was received. The Chairman reported that further information pertaining to the content of the report had been sent to the External Auditor and it was **AGREED** to defer that item pending a response from the External Auditor.

FC73 Payments

Officer report 1016FC09 was received. It was **RESOLVED** to approve the payments totalling £14,745.22 from the Town Council's Current account as detailed in **Appendix A** of these minutes.

FC74 Recommendations from HR

Officer report 1016FC10 was received recommending an amendment to the Human Resources Committee's Terms of Reference. A further amendment was Proposed, Seconded and agreed, that the membership be amended to remove the automatic membership of the Mayor on the Committee. It was **RESOLVED** that the Human Resources Committee's Terms of Reference be amended to remove paragraph 2 of 'Meetings' relating to the make up of the membership, and to remove paragraph 14 of 'Terms of Reference' relating to delegated authority.

The Chairman reported on the interview process for the new Town Clerk. It was **AGREED** that as there was confidential information to discuss under this item, it would be taken in confidential session at the end of the meeting.

FC75 Ash Close Slide

Officer report 1016FC11 was received. It was **RESOLVED** to purchase a 2m standalone slide for Ash Close play area. (*Financial Implication £6,270 Play Equipment*).

FC76 Employment Law Services

Officer report 1016FC13 was received. It was **RESOLVED** to adopt appoint DAX as the Council's employment law and HR Advisor for a period of three years with effect from 28th November 2016. (*Financial Implication £2,000 per annum – Professional Services*).

FC77 Neighbourhood Plan

Officer report 1016FC13 was received. It was **RESOLVED** to delegate £6,000 to officers to commission 10 days of consultant time at £500 per day and the provision of required maps and diagrams for the plan. (*Financial Implication £6000 – Neighbourhood Plan*). It was **AGREED** to discuss the report and terms of reference at the next Planning and Highways Committee meeting for recommendation at the next meeting of the Council.

Standing Order 3w required that a meeting should not exceed a period of two hours. The meeting was therefore adjourned at 9.25pm until 25th October 2016.

Signed

Date

Appendix A

| Printed on : 05/10/2016 | | Shaftesbury Town Council | | Page No 1 | |
|---|----------------------------|--------------------------|--------------------|-----------------------|--------------------------------|
| At : 15:31 | | NatWest Current A/c | | | |
| List of Payments made between 28/09/2016 and 11/10/2016 | | | | | |
| <u>Date Paid</u> | <u>Payee Name</u> | <u>Cheque Ref</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
| 29/09/2016 | Nat West Credit Card | Direct Deb | 562.50 | | Credit Card Payment |
| 03/10/2016 | British Telecommunications | dd | 38.82 | | Mobile Phones Aug/sept |
| 03/10/2016 | British Telecommunications | dd | 99.00 | | Broadband 1/9-30/11 |
| 10/10/2016 | British Telecommunications | DD | 266.04 | | Rental charges 1/9 to 30/11 |
| 11/10/2016 | Amberol Ltd | 012757 | 1,068.24 | | Street light planters and brac |
| 11/10/2016 | Clarity Copiers Ltd | 012758 | 109.84 | | Photocopying September |
| 11/10/2016 | British Gas | 012759 | 21.69 | | Electric Unit 9c |
| 11/10/2016 | BDO Stoy Hayward | 012760 | 2,297.10 | | Deal with electors questions |
| 11/10/2016 | Fencewize | 012761 | 90.00 | | Repairs to fence |
| 11/10/2016 | Chris Berwick Ltd | 012762 | 854.40 | | 2nd payment maintainin Trinity |
| 11/10/2016 | DAPTC | 012763 | 40.00 | | Clerks Seminar |
| 11/10/2016 | DCC Pension Fund | 012764 | 4,121.40 | | Pension Sept and Aug |
| 11/10/2016 | HMRC | 012765 | 4,108.63 | | Tax/Ni September |
| 11/10/2016 | Shatfesbury Primary School | 012766 | 500.00 | | Shaftesbury Prim Sch Grant |
| 11/10/2016 | Allum & Sidaway | 012767 | 300.00 | | Overhaul & repair CC Clock |
| 11/10/2016 | Ryan Baker | 012768 | 153.21 | | Facebook advertising |
| 11/10/2016 | British Gas | 012769 | 24.88 | | Electric Unit 9C |
| 11/10/2016 | British Gas | 012770 | 81.74 | | Electric Aug/Sept |
| 11/10/2016 | British Gas | 012771 | 7.73 | | Standing Charge Barton Hill |
| Total Payments | | | 14,745.22 | | |