



## 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 6<sup>th</sup> December 2016, commencing at 7.00pm.

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#### Members Present:

Councillor R Tippins (Chair)  
Councillor Austin  
Councillor Hall  
Councillor Lewer  
Councillor Proctor  
Councillor K Tippins

Councillor Francis (Vice Chair)  
Councillor Brown  
Councillor Jackson  
Councillor Perkins  
Councillor Taylor  
Councillor Todd

#### Officers Present:

Nick Randle, Locum Town Clerk  
Claire Commons, Interim Deputy Town Clerk

#### In attendance:

Ten 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:

- Salisbury Street. Support for the Town Council acquiring land at Salisbury Street.
- Town Clerk. Seeking an update on the recruitment of the Town Clerk.
- Agenda. Querying the order of items on the agenda and the purpose of the Neighbourhood Plan item.
- Budget. Querying the increase and asking if a public meeting would be held.

#### FC98 Order of Business

It was **RESOLVED** to amend the order of business to consider item 16 Salisbury Street as the following item 4 Neighbourhood Plan.

**FC99 Apologies**

There were no members absent.

**FC100 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. Councillor Proctor declared a personal interest in the grant request from Trinity Trust as a member of the trust.

**FC101 Minutes**

It was **RESOLVED** that the following minutes be approved and duly signed;  
11<sup>th</sup> October 2016 Full Council  
25<sup>th</sup> October 2016 Reconvened Full Council  
25<sup>th</sup> October 2016 Extraordinary Full Council  
1<sup>st</sup> November 2016 Extraordinary Full Council  
15<sup>th</sup> November 2016 Extraordinary Full Council

**FC102 Neighbourhood Plan**

Officer report 1216FC04 was received. An amendment was put to the motion to adopt a set of terms of reference, that the item be deferred until after the Neighbourhood Plan group had met the following week. The motion fell. It was **RESOLVED** to adopt the terms of reference as at Appendix A of the report subject to acceptance or further negotiation with Melbury Abbas and Cann Group Parish Council.

**FC103 Salisbury Street**

Officer report 1216FC16 was received. It was **RESOLVED** that the Clerk negotiate with Dorset County Council regarding the acquisition of land at Salisbury Street.

**FC104 Reports**

Officer report 1216FC05 was received and an additional report was provided to support item 6.1. A full and frank exchange was held regarding the nature of meetings reported on.

District Councillor Francis reported on Syrian refugees, Council reorganisation, Neighbourhood Planning, Flytiping, North Dorset Hub and Childhood Obesity.

Councillor Brown reported from the Chamber of Commerce that the lights switch on had gone very well.

**FC105 Reports from Committees**

Officer report 1216FC06 was received. Councillor Lewer reported from the District Council's Development Management meeting that the proposed development for the ATS site had been approved. Concerns about highways issues related to the development were acknowledged.

**FC106 Payments**

Officer report 1216FC07 was received. It was **RESOLVED** to approve the payments totalling £17,878.53 from the Town Council's Current Account as detailed in **Appendix A** of these minutes.

**FC107 Budget**

Officer report 1216FC08 was received. It was **RESOLVED** to redistribute the £40,000 budget allocation for Playground equipment to fund the £14,000 precept deficit and provide £26,000 for Town Hall building repairs. The confidential Staff Salaries report for 2016/17 was received and noted. Concern was expressed by some members at removing the playground equipment budget.

**FC108 Order of Business**

It was **RESOLVED** to amend the order of business to consider item 15 Westminster Memorial Hospital as the next item of business.

**FC109 Notice of Motion – Westminster Memorial Hospital**

Officer report 1216FC16 and Notice of Motion 00014 were received. It was **RESOLVED** that a working group be established through the General Management Committee to include representatives of all interested parties. This working group to report to the General Management Committee. It was reported that a small amount of printing could be achieved within the Clerk's delegated authority.

**FC110 Suspend Standing Order 3W**

It was **RESOLVED** to suspend Standing Order 3W to allow the meeting to continue beyond 2 hours.

**FC111 Enmore Green Pond – dredging**

Officer report 1216FC09 was received and quotations were tabled. It was **RESOLVED** to appoint Wessex Grounds Services to carry out works at Enmore Green pond to include removal of vegetation and to coppice and chip 20% of the surrounding willow. (*Financial implication £784 – Sub-Contract Labour, General Grounds*)

**FC112 Grounds Team Mower**

Officer report 1216FC10 was received. It was **RESOLVED** to purchase a Ransomes MP653 mower with a hire purchase agreement and part exchange the Kubota F3680. (*Financial implications £28,000 – Vehicles*)

**FC113 Multi Copier / Print Contract**

Officer report 1216FC12 was received. It was **RESOLVED** to enter into a three year agreement retaining the existing copier. (*Financial implication £776 per annum – Printing and stationery*)

**FC114 Mobile Phone Contract**

Officer report 1216FC14 was received. It was **RESOLVED** to delegate to the Head Groundsman to select the appropriate contract from the options provided, giving priority to the quality of network coverage.

**FC115 Donkey Field Community Orchard**

Officer report 1216FC11 was received. It was **RESOLVED** to enter into a Licence Agreement with the Donkey Field Community Orchard as outlined in the report.

The meeting was adjourned at 9.24pm with outstanding business being carried forward to the next meeting of the Council.

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Signed

Date

## Appendix A

Printed on : 06/12/2016

Shaftesbury Town Council

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At : 11:55

NatWest Current A/c

## List of Payments made between 16/11/2016 and 30/11/2016

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
22/11/2016	Ryan Baker	online	44.00		Facebook advertising
22/11/2016	Richard Tippins	Online	75.00		Microphone and cable
25/11/2016	Plusnet Ltd	dd	28.20		Telephone and Broadband
25/11/2016	NDDC	Std Ord	242.00		Rates Swimming Pool
28/11/2016	Ben Johnson (Shaftesbury) Ltd	012837	21.30		10" Guide
29/11/2016	Battens Solicitors	012830	933.00		Re; Cattle market Land
29/11/2016	Claire Commons	012831	46.60		Travel Clerks seminar, eye tes
29/11/2016	British Gas	012832	59.04		Electric Oct to Nov
29/11/2016	Busy Bees	012833	286.00		Town Hall Cleaning Nov
29/11/2016	British Gas	012834	7.73		Standing Charge Barton Hill
29/11/2016	Thorngrove Garden Centre	012835	56.68		Plants for balcony
29/11/2016	Swans Trust	012838	500.00		Swans Trust
29/11/2016	British Gas	012836	199.75		Electric Oct/Nov
30/11/2016	Sage Uk Ltd	Direct Deb	67.20		Sage Payroll
30/11/2016	Nat West Credit Card	DD	392.14		Nat West Credit Card
30/11/2016	November Salaries	OTR	8,633.47		November Salaries
30/11/2016	Mole Countrystores	012839	165.13		Screenwash, Deicer
30/11/2016	Clarity Copiers Ltd	012840	42.08		Copying November
30/11/2016	Society of Local Council Clerk	012841	118.80		ILCA Course
30/11/2016	Screwfix (Trade UK)	012843	39.99		Fan Heater for Unit 9c
30/11/2016	LGRC Associates Ltd	012844	2,992.56		Locum Town Clerk
30/11/2016	RBS Software Solutions	012845	835.20		Bookings software annual suppo
30/11/2016	Whitebridge Hire Services Ltd	012846	51.76		Shears, brooms, handles
30/11/2016	Dorset Planning Consultant Ltd	012847	2,036.90		NHPG advisory support
30/11/2016	Aqua cleaning Services	012842	4.00		S15546/3324/1000
<b>Total Payments</b>			<b>17,878.53</b>		

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