



SHAFTESBURY TOWN COUNCIL

Full Council

Minutes of the Full Council held in the Council Chamber, Town Hall, High Street, Shaftesbury Dorset SP7 8LY on Tuesday, 27 June 2017 commencing at 7:00pm.

Members Present:

Councillor Lewer (Chair)
Councillor Cook
Councillor Jackson
Councillor Kirton
Councillor Brown (Vice-Chair)

Councillor Loader
Councillor Perkins
Councillor Proctor
Councillor Taylor
Councillor Todd

Absent:

Councillors Austin and Hall

Officers Present:

Claire Commons, Town Clerk
Julie Curtis, Minutes

In Attendance:

Eight 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;

- Neighbourhood Plan – Concern was expressed about the proposed change of terms of reference without consulting the Joint Neighbourhood Plan Group and concern expressed regarding the content and scope of the terms.
- Hope – A representative of the charity spoke about the work that they did and how they support people in the local community.

F17 Apologies

Apologies were received and accepted from Councillor Hall due to work commitments and Councillor Austin due to a conflicting engagement

F18 Declarations of Interest and Dispensations

All members were invited to declare any interests throughout the meeting if the need arose. In relation to the item on Community Grants, Councillor Cook declared an interest as a member of Shaftesbury Snowdrops, Town Twinning and Shaftesbury Municipal Almshouse. Councillor Proctor declared an interest as a member of Shaftesbury Snowdrops and the Rotary. The Town Clerk declared an interest as a Guide leader.

F19 Minutes

It was **RESOLVED** to approve the minutes of the meeting held on Tuesday, 23 May 2017 and the minutes were duly signed.

F20 Order of Business

It was **RESOLVED** to move item 9 Neighbourhood Planning Group draft Terms of Reference as the next item of business.

F21 Neighbourhood Plan

Officer report 0617FC09 was received. Mr Hughes and Mr Keneally were invited to the table as representatives of the Joint Neighbourhood Plan Group. Rationale for the need to change the terms of reference was debated and acknowledgement given to the differing views. It was **RESOLVED** to request that the Joint Neighbourhood Plan group proposed its own terms of reference, providing multiple sets if necessary, for consideration by Shaftesbury Town Council and Melbury Abbas and Cann Parish Council respectively. An extraordinary meeting of the Council would be called to receive these items.

F22 Reports

Officer report 0617FC04 was received and noted. The Chairman introduced the Civic Report and thanked Cllrs Brown and Taylor for their attendance at various civic events. It was **RESOLVED** that Councillor Loader would attend the Memorial Event at the National Arboretum in September and that Mr Sherriff be invited to accompany her.

Town Clerk reported that Councillor Pritchard had thanked the Council for informal meeting held the previous week and would like to discuss with the Town Clerk working more closely together.

Councillor Proctor reported on the Abbey.

Councillor Proctor reported that Councillor Jefferson would like to work closer with Shaftesbury Town Council and suggests an informal meeting.

FC155 Reports from Committees

Officer report 0617FC05 was received and noted, a summary of the committee meetings was given by the respective chairmen.

FC156 Payments

Officer report 0617FC06 was received and an amended appendix was tabled. It was **RESOLVED** to approve the payments totalling £13,930.47 from the Town Council's Current Account as detailed in Appendix A of these minutes, the resulting bank balance being £464,183.28. Cllr Cook reported GEMs decision the transfer of funds

into a new Deposit Account and Property Fund at improved interest rates and the sharing of money currently held in the accounts between two High Street banks to reduce potential risk. As advised by the independent auditor.

FC157 Community Grants

Officer report 0617FC07 was received. It was **RESOLVED** to award the Community Grants as recommended by the General Management Committee;

FC158 Terms of Reference

Officer report 0617FC08 was received. It was **RESOLVED** to adopt the Terms of Reference for its Standing Committees as contained within appendix C of the report.

FC159 Grounds Unit

Officer Report 0617FC10 was received. It was **RESOLVED** to extend the lease for Unit 9c Wincombe Business Park for a further six years as accommodation for the Grounds Team.

FC160 Officer Report and Future Meetings of the Council

Officer report 0417FC13 was received. It was **RESOLVED** for the Town Clerk to act as second signatory for the Council on-line banking system as recommended by the independent auditor. The Town Clerk reported that Mr Paul Devin had emailed regarding the 106 Agreement Affordable Housing Scheme (Older Persons Scheme) grant of £200,000 to update the Shaftesbury Almshouses to improve accommodation for single older people.

The Town Clerk presented to the Full Council an overview of current projects, their status and day-to-day activities undertaken by Office Staff and Grounds Team, for awareness of current workloads and pinch points.

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

Signed

Date

Appendix A

Printed on : 27/06/2017

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At : 13:02

NatWest Current A/c

List of Payments made between 14/06/2017 and 28/06/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
16/06/2017	Sage Uk Ltd	DD	67.20		Purchase Ledger Payment
19/06/2017	Petty Cash- Swimming Pool	013058	100.00		Petty Cash - Swimming Pool
19/06/2017	Petty Cash	103058	143.88		Petty Cash
19/06/2017	Ben Johnson (Shaftesbury) Ltd	online	45.23		2 Stroke oil
25/06/2017	NDDC	Std Ord	259.00		Rates Swimming Pool
27/06/2017	Chris Berwick Ltd	013059	432.00		1st Cut of 3 as agreed
27/06/2017	EG. Coles	013060	167.14		Spares for Road sweeper
27/06/2017	Dorset County Council	013061	240.00		Cast Iron Bollard High St
27/06/2017	British Gas	013062	57.47		Electric Barton Hill
27/06/2017	Proctor, Watts, Cole & Rutter	013063	24.92		Photo Copies A1
27/06/2017	Thorngrove Garden Centre	013064	805.88		Plants ref SIB
27/06/2017	Spruce Pools	013065	531.60		Chlorine x 20
27/06/2017	Travis Perkins	013066	63.10		Repair to Muti Play Wincombe
27/06/2017	Vaughtons	013067	314.11		Black neck ribbons, Mayor/D
27/06/2017	British Gas	dd	372.10		1/04 to 31/05 Gas
27/06/2017	Plusnet Ltd	DD	31.02		Purchase Ledger Payment
27/06/2017	British Gas	013068	8.10		Standing Charge Barton
27/06/2017	British Gas	013069	114.81		Electric Town Hall May/June
27/06/2017	British Gas	013070	54.08		Electric Bell St May/June
27/06/2017	Spruce Pools	013071	2,284.47		Boiler, dosing sys, photometer
27/06/2017	Tincknell Fuels	013072	386.50		Red Diesel
27/06/2017	Ben Johnson (Shaftesbury) Ltd	013074	129.36		Repairs to Rover 861
27/06/2017	Aqua cleaning Services	013075	112.68		Toilet rolls, gloves
28/06/2017	LGRC Associates Ltd	online	2,353.08		Prof services S Wilthew/C Wilk
28/06/2017	Octopus Personnel	online	2,657.74		Temp Office/Grounds Staff
28/06/2017	Toogoods Prperty Co Ltd	Online	2,175.00		Rent Quarter comm 24/06/17
Total Payments			13,930.47		

Appendix B

Shaftesbury Fringe (already agreed)	£800.00
1 st Shaftesbury Scout Group	£300.00
Dorset Blind Association	£300.00
Friends of the Donkey Field Community Orchard*	£0.00
Kipling Carnival Club	£100.00
North Dorset Club for the visually impaired	£200.00
North Dorset Rugby Football Club	£250.00
Open House	£750.00
Read Easy Gillingham & Shaftesbury	£635.00
Shaftesbury & District Carers Association	£500.00
Shaftesbury & District Tourism Association	£8,000.00
Shaftesbury Abbey Museum & Gardens	£4,000.00
Shaftesbury Arts Centre	£1,000.00
Shaftesbury Cricket Club	£750.00
Shaftesbury District Guides	£500.00
Shaftesbury Municipal Almshouse Charity	£600.00
Shaftesbury Rotary	£500.00
Shaftesbury Snowdrops	£150.00
Shaftesbury Sports Club Ltd**	£250.00
Shaftesbury Tourist Information	£1,500.00
Shaftesbury Town Silver Band	£500.00
Shaftesbury Trinity Centre Trust	£2,000.00
Swans Trust	£250.00
Walking for Health***	£500.00
Big Bee Project	£700.00
SoB Campaign****	£1,000.00
Rolt Millennium Green Trust	£250.00
Total	£26,285.00

* ROSE to provide signs identified in the grant applications as in Kind contribution

**In Kind printing to the value of £250 to be provided

***In Kind printing of leaflets to further support the initiative. Value to be identified.

****SoB to seek additional support through the GEM Committee

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