



SHAFTESBURY TOWN COUNCIL

General Management Committee

Minutes of a meeting of the General Management Committee held in the Council Chamber, High Street, Shaftesbury Dorset SP7 8LY on Tuesday 19th January 2016 commencing at 7:00pm.

Members Present:

Councillor Proctor (Chair)
Councillor Francis
Councillor Taylor

Councillor Austin (vice-chair)
Councillor Lewer
Councillor K Tippins

Officers Present:

Stephen Holley, Town Clerk
Claire Commons, Committee Services Officer

In Attendance:

Councillors Richard Tippins and Piers Brown were present as observers and invited to take part in the meeting, with no voting role.

Three 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;

- The future of the Lions Mouth. It was an interesting feature of local interest and the Civic Society would like to see it restored. It was noted that the piping had been carried out by Farris Ironworks.
- Update on Shaftesbury Fringe. The Council was informed that 52 venues with 400 performance slots were available, 15 shows had been booked already. The Council was requested to consider a grant contribution. It was noted that the Fringe had already received a grant of £500 from Shaftesbury Charitable Trust.
- Representing Shaftesbury Snowdrops. To answer any questions that may be raised
- Great news for getting money back from the solar panels, hoped that you would spend wisely

- Grants. Request that the Council continue its support for the Citizens' Advice Bureau. It was clarified that grants would not be cut back but the process was to be improved.

The meeting commenced at 7:08pm

G66 Apologies

Apologies were received and accepted from Councillor Perkins due to personal commitment.

G67 Declarations of Interest and Dispensations

No declarations of interest or dispensations had been received. All members were invited to declare any interests throughout the meeting if the need arose. Councillor Proctor asked that it be noted he was a volunteer for the Snowdrop group (N.B. not a Disclosable Pecuniary Interest).

G68 Minutes

It was **RESOLVED** to approve the minutes of the meeting of the General Management Committee held on 24th November 2015 as a correct record. The minutes were duly signed.

G69 Financial Report – Third Quarter 2015/16

Officer report 0116GEM04 was received.

It was **AGREED** that: critical reports should be issued with agenda papers or the item deferred; that Officers be requested to draft a protocol for adoption by Council; and that the Financial Report Third Quarter 2015/16 be referred to the next meeting of the Full Council, on 26th January 2016.

G70 Payments

Officer report 0116GEM05 was received. It was **RESOLVED** to approve the payments contained therein.

G71 VAT

Officer report 0116GEM06 was received.

Councillor K Tippins requested the minutes formally record her statement that the reference to the Swimming Pool being within the accounts was incorrect, as she had requested that the pool be registered as a Charity and that the recommendation was therefore incorrect.

In response, the Clerk advised that the report from PSVAT (dated 6th January 2016) had been written before any suggestion of the pool being run as a charity. Officers were requested to ask of PSVAT what the accounting impact of registering for VAT would be and the cost implication for the Council of the pool not being part of the Council's accounts. It was **AGREED** to investigate further and bring back to the next meeting of the Committee.

G72 Electricity Supplier Review

Officer report 0116GEM07v2 was received.

It was asked why the pool was not included within the costs, the Clerk advised that previous discussion on the pool was for its budget to be kept as a discrete service area. It was **AGREED** to approach the supplier for a better deal over a longer period and to ask for the benefit of the contract when looking at the electricity supplier for the pool.

It was **RESOLVED** to authorise the Clerk to award the contract for electricity supply, in consultation with the Chairman and Vice-Chairman of the General Management Committee.

G73 Snowdrops

A proposal from Shaftesbury Snowdrops was received. It was queried why the document was being considered by the General Management Committee when it was expected to be business to go back to the Recreation, Open Spaces and Environment Committee. The Clerk explained that the whole proposal had been supplied in order to provide the context to the item for consideration by the General Management Committee, i.e., the request that the Budget for 2016/17 include provision for a poly tunnel to be part-shared by the Council's Grounds Team and the Snowdrops Committee.

It was acknowledged that the Council was supportive of the Snowdrops project.

It was **RECOMMENDED** to the ROSE Committee that it consider the arrangements for Shaftesbury Snowdrops to be allowed some secure storage space in the Council's old depot at Barton Hill.

It was **RECOMMENDED** to the Council that it include within the Budget for 2016/17 the sum of £1,000 for a poly tunnel.

In consideration of the offer of training for the Grounds Team, it was **AGREED** to request the Clerk to review the training content and report back.

G74 Budget Setting

Officer report 0116GEM09 was received.

The Clerk drew attention to the increased Ni contributions outlined in the report and the cost implications of taking on an Apprentice.

It was requested that the Staffing Budget be broken down to provide more detailed information. Officers would look at the way Gillingham Town Council presented its Salaries information.

It was **RECOMMENDED** to Council to remove the £3,000 allocation for Contingency, it was felt that contingency allocation should be applied only to specific projects.

It was **AGREED** that the Budget layout for 2016/17 should use the summary sheet as used in 2015/16, as displayed during the meeting.

G75 Community Grant Application

Officer report 0116GEM10 was received. It was **RESOLVED** that a Community Grant of £300 be provided to Shaftesbury Youth Club for provision of a cooking activity for young people.

G76 Grants and SLA process review

This item was deferred to the next meeting of the Committee

G77 Website Working Group.

Officer report 0116GEM12 was received. It was **RECOMMENDED** to the Council to apply for a '.gov.uk' domain name for the Council's website.

G78 Internal Auditor

Officer report 0116GEM13 was received. It was **RECOMMENDED** to the Council that Do the Numbers be appointed as Internal Auditor for a three year period with effect from 2016/17. In addition, the recommendation was to terminate present auditor and take her on from now. It was **RECOMMENDED** to the Council that the contract with the present Internal Auditor be terminated with regard to 2015/16 financial year, and Do the Numbers appointed.

G79 Lions Mouth

Officer report 0116GEM14 was received. It was **AGREED** to request the Clerk to establish with Dorset County Council what the position was and bring back to another meeting of the Committee.

G80 Staffing Budget 2015/16 and Use of Overtime

This item was withdrawn, as the subject matter had been referred to the Internal Auditor.

G81 Officer Report

There were no information items to report.

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

Signed

Date