



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 27th September 2016 commencing at 7:00pm.

Members Present:

Councillor Francis (Chair)
Councillor Taylor

Councillor K Tippins (Vice Chair)

Absent:

Councillors Hall, Jackson, Lewer and Perkins

Officers Present:

Claire Commons, Committee Services Officer

In Attendance:

Councillor R Tippins
One member 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. There were no matters raised.

G26 Apologies

Apologies were accepted from Councillor Lewer who was on holiday and Councillor Perkins who was away on business.

G27 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.

G28 Minutes

It was **RESOLVED** that the minutes of the Committee meeting held on 26th July 2016 be approved as a correct record. The minutes were duly signed.

G29 Payments

Officer report 0916GEM04 was received and an updated schedule of payments was tabled. It was **RESOLVED** to approve the payments totalling ££21,749.81 from the Town Council's Current Account as detailed in **Appendix A** of these minutes.

G30 Committee Budget 2017/18

Officer report 0916GEM05 was received and the following was agreed;

- To hold a meeting with the Swimming Pool manager to ascertain the costs required for running the pool in 2017.
- To recommend that the Community Grants pot for 2017/18 is reduced to £30,000 and look at other options to assist local organisations and charities such as 'help-in-kind' through free use of the hall or printing promotional material etc.
- To provide further detail on the funds held for the Town Hall for the next meeting of the Committee.
- To look at Changing Places to get estimates for work required to improve the public toilets.

Planning and Highways were requested to look at the reserves for the Town Centre Enhancement in order that it can be spent or returned to General Reserves.

The Committee considered whether to provide earmarked reserves for devolved services. It was agreed that the Council would consider making such provision as and when a devolved service was offered.

G31 Community Grants

Officer report 0916GEM06 and its supplementary report was received and the following was **RESOLVED**;

Norddis	Award	£250
Swans Yard	Award	£500
Shaftesbury Primary School PTA.....	Award	£500
Life Education Wessex	Decline	
TOTAL		£1,250

(Financial Implication – £1,250 Grants and SLAs)

G32 Financial Regulations

Officer report 0916GEM07 was received and it was **AGREED** to defer the review of Financial Regulations until the new Town Clerk was in post.

G33 Transfer of Land

Officer report 0916GEM08 was received and noted. The Committee received officer advice to delay the transfer of the land for allotments at the A30 until confirmation had been received that the access path was achievable and within the money allocated for the project. The Committee **RESOLVED** to progress with the transfer of land prior to receiving that assurance.

G34 Employment Law and Health and Safety Consultancy Support

Officer report 0916GEM09 was received and it was **RECOMMENDED** to Full Council to appoint DAX for the provision of Human Resources and Employment advice for a period of three years with effect from 28th November 2016.

G35 Swimming Pool

Officer report 0916GEM10 was received and it was **RESOLVED** to pay the lifeguards on 28th September 2016 and to reimburse the Pool Manger for the

additional expenditure for promoting the pool. (*Financial Implications - £197.21 Swimming Pool Advertising*)

G36 Officer Report

Officer report 0916GEM11 was received and noted.

G37 Future Meetings of the Committee

Officer report 0916GEM12 was received. It was agreed that future business would include;

- Public Toilets, including information from 'Changing Places'
- Town Hall building, update on repairs
- A30 allotments
- Compliments and Complaints policy / procedure
- Data protection policy / procedure

There being no further business, the meeting was closed at 8:40pm

Signed

Date

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Shaftesbury Town Council

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At : 11:45

NatWest Current A/c

List of Payments made between 07/09/2016 and 27/09/2016

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
09/09/2016	Eon	0148452853	118.79		Electricity Aug
13/09/2016	Fuel Genie	6356295000	257.92		Fuel August
16/09/2016	Sage Uk Ltd	AA00477266	67.20		Monthly payroll subscription
25/09/2016	NDDC	Std Ord	242.00		Rates Swimming Pool
26/09/2016	Plusnet Ltd	Direct Deb	29.42		Telephone/Broadband Sep to Oct
27/09/2016	Shaftesbury 50+ Group	012738	400.00		Shaftesbury 50+ Group
27/09/2016	EG. Coles	012739	45.33		Bearings for mower
27/09/2016	Aqua cleaning Services	012740	95.83		Cleaning supplies
27/09/2016	Ben Johnson (Shaftesbury) Ltd	012741	37.90		oil
27/09/2016	Service-U-Right Ltd	012742	12.00		Puncture repair
27/09/2016	British Gas	012744	1,735.54		1st June to 31st August
27/09/2016	EG. Coles	012745	270.19		Recovery/puncture repair Tract
27/09/2016	British Gas	012746	37.65		Electricity
27/09/2016	The IT Department Solutions Lt	012747	98.34		Monthly support
27/09/2016	Dorset Planning Consultant Ltd	012748	268.90		advisory support meeting
27/09/2016	Sydenhams	012749	7.54		OBL/Sydenhams
27/09/2016	Spruce Pools	012750	1,105.51		Chlorine
27/09/2016	Angel Springs Ltd	012751	43.21		Water cooler sanitisation
27/09/2016	Toogoods Prperty Co Ltd	012752	2,175.00		Rent 29/09 to 28/12
27/09/2016	BPI Recycled Products	012753	1,048.57	FC55	Pallett of bin liner
27/09/2016	Travis Perkins	012754	24.00		Work Boots AD
27/09/2016	Aqua cleaning Services	012755	112.90		Cleaning supplies, toilet roll
27/09/2016	Whitebridge Hire Services Ltd	012756	358.64		FFP2 Masks
27/09/2016	September Salaries	OTR	13,157.43		September Salaries
Total Payments			21,749.81		