



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 26th July 2016 commencing at 7:00pm.

Members Present:

Councillor K Tippins (Vice-Chair)
Councillor Lewer

Councillor Jackson
Councillor Taylor

Officers Present:

Claire Commons, Committee Services Officer

In Attendance:

Councillor Richard Tippins was present as an observer and invited to take part in the meeting, with no voting role.

Six 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;

- Shaftesbury Fringe. 93 performances at 32 venues. Took feedback 40 performers and 60 audience. Generally happy.
- Who is RFO and Proper Officer
- Toilets had been vandalised and one toilet was out of action until new parts are received. It was noted that this was not good for tourism.
- Westminster Memorial Hospital. It was asked if outline plans for the hospital could be requested following the story in the Blackmore Vale Magazine. the press release had stated that the hospital was going to change into a non-bed hospital and specialist outpatient treatment to be provided instead.

The meeting commenced at 7:10pm

G15 Apologies

Apologies were accepted from Councillors Hall and Perkins due to work commitments and Councillor Francis due to ill health.

G16 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.

G17 Minutes

It was **RESOLVED** that the minutes of the meeting of the Committee held on 21st June 2016 be approved as correct records. The minutes were duly signed.

G18 Community Grants

Officer report 0716GEM07 and its supplementary report was received and the following was **RESOLVED**;

Chamber of Commerce.....	Award	£500
Citizen's Advice Bureau	Award	£4,000
Donkey Field Orchard	Award	£103
Gold Hill Fair	Award	£500
Home Start.....	Further information required.	
HOPE.....	Arrange meeting as requested by HOPE	
Rolt Millennium Green	Improved insurance quote required	
Shaftesbury and District Task Force	Decline	
Shaftesbury Fringe.....	Award	£1,000
Town Twinning.....	More information required	
Tricuro.....	Decline	
TOTAL.....		£6,103

(Financial Implication – £6,103 Grants and SLAs)

G19 Payments

Officer report 0716GEM04 and a supplemental report was received. It was **RESOLVED** to approve the payments totalling £40,451.87 from the Town Council's Current Account as detailed in **Appendix A** of these minutes. The payment to the Barrister in relation to the Cattle Market was queried, The Committee Officer confirmed that minute reference FC141 related and she would provide further information on receipt of such from the Barrister.

G20 Finances – Quarter 1

Officer report 0716GEM05 was received and noted.

G21 Council Chamber Clock

Officer report 0716GEM06 was received. It was **RESOLVED** to proceed with Option B as outlined in the report. *(Financial Implication - £300 Town Hall Repairs and Maintenance)*

G22 Policies

Officer Report 0716GEM08 was received and it was **RESOLVED** to form a working party to review all Council policies for adoption by the Council, membership to be Councillors Taylor, Jo Francis, K Tippins and an Officer. It was **AGREED** that the priority policies to start on were Complaints Procedure and Data Protection Policy.

G23 Rifles War Memorial

Officer Report 0716GEM09 was received and it was **RESOLVED** that the Rifles War Memorial agreement be signed. It was **RESOLVED** that the Committee Services Officer be delegated the Town Clerk's authority in his absence.

G24 Officer report

There were no matters to report

G25 Future meeting

Officer Report 0716GEM11 was received and it was **AGREED** that the primary business for the next meeting would be budget and policy considerations.

There being no further business, the meeting was closed at 8.24pm

Signed

Date

Appendix A

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
29/06/2016	Nat West Credit Card	Direct Deb	522.10		Credit Card Payment
30/06/2016	Salaries/Cllr Allowance June	ONLINE TRA	14,923.77		Salaries/Cllr Allowance June
30/06/2016	Corona Energy	dd 2015978	219.16		Gas Town Hall May-June
30/06/2016	Investec Asset Fin	DIRECTDEBI	214.03		Photocopier Lease
01/07/2016	NDDC	Std Ord	247.00		Business Rates Bell St
01/07/2016	NDDC	Std Ord	726.00		Rates Town Hall
01/07/2016	NDDC	Std Ord	235.00		Rates Unit 9C
01/07/2016	NDDC	Std Ord	19.00		Rates Cemetery
05/07/2016	British Telecommunications	wm39180654	99.00		Broadband 1/6 to 31/08
06/07/2016	British Telecommunications	393995/001	41.30		Ground Mobiles
11/07/2016	British Telecommunications	lc29346208	270.28		Line rental 1/6 to 31/08
13/07/2016	Fuel Genie	6356295000	225.27		Fuel June
14/07/2016	HMRC	012625	4,352.68		Tax/Ni June Salaries
14/07/2016	DCC Pension Fund	012626	3,852.24		Pension June salaries
15/07/2016	British Gas	012639	5.45		Credit against Electric Unit 9
15/07/2016	Petty Cash- Swimming Pool	012627	49.59		Petty Cash Swimming Pool
18/07/2016	Sage Uk Ltd	00477266	67.20		Payroll subscription
25/07/2016	NDDC	Std Ord	242.00		Rates Swimming Pool
26/07/2016	Angel Springs Ltd	012628	16.74		Water for cooler
26/07/2016	Aqua cleaning Services	012629	540.00		Cleaning toilets 2nd,3rd July
26/07/2016	Aqua cleaning Services	012630	160.13		Toilet rolls, cleaning supplie
26/07/2016	Barbara Carter	012631	23.65		Travel to Salisbury Hospital
26/07/2016	Clarity Copiers Ltd	012632	130.26		Printing June
26/07/2016	Dorset County Council	012633	424.69		Waste collection May to Septem
26/07/2016	EG. Coles	012634	384.90		New hyraulic pipe to Mower
26/07/2016	Dorset Planning Consultant Ltd	012635	750.00		Neighbourhood plan report
26/07/2016	EC Electricals	012636	621.60		Full elec. inspec. before open
26/07/2016	Firmsites Ltd	012637	98.00		.GOV.UK Registration 1 year
26/07/2016	Fideliti	012638	127.72		Childcare vouchers ref July sa
26/07/2016	British Gas	012640	31.19		Electric June/July
26/07/2016	British Gas	012641	88.04		Purchase Ledger Payment
26/07/2016	Hampshire Assoc. of Local Cler	012642	63.00		Intro to appraisals - CC
26/07/2016	The IT Department Solutions Lt	012643	98.34		Monthly support
26/07/2016	Imprint Graphics	012644	112.80		Sweatshirts and Polo Shirts
26/07/2016	Ben Johnson (Shaftesbury) Ltd	012645	29.90		Repair to strimmer
26/07/2016	Cllr John Lewer	012646	48.15		travel to Dev Mang meetings
26/07/2016	Spruce Pools	012647	579.66		Chlorine/Alkaline increaser
26/07/2016	Tincknell Fuels	012648	192.78		Red Diesel for mowers etc
26/07/2016	Wessex Fire & Security Limited	012649	73.20		Repair to fire door
26/07/2016	Wallgate	012650	67.49		Soap for dispensers
26/07/2016	Wessex Water	012651	568.22		Water supply Rose Garden
26/07/2016	WPS Insurance Brokers	012652	1,563.81		Vehicle insurance
27/07/2016	Petty Cash	012654	121.10		Petty Cash
27/07/2016	Petty Cash- Swimming Pool	012655	39.33		Petty Cash
27/07/2016	Shaftesbury Scout Group	012656	220.70		Shaftesbury Scout Group
27/07/2016	Read Easy Gill. & Shaftes.	012657	350.00		Read Easy Gill. & Shaftes.
27/07/2016	Shaftes. Visually Impaired	012658	200.00		Shaftes. Visually Impaired
27/07/2016	Fathers/Open House	012659	1,000.00		Fathers/Open House
27/07/2016	Shaftesbury in Bloom	012660	80.00		Floral tubs outside Town Hall
27/07/2016	Battens Solicitors	012661	586.92		Re Cattle Market Land - legal
27/07/2016	Spruce Pools	012662	711.53		Chlorine, reducer & clairfier
27/07/2016	David Witcher	012663	1,654.00		Painting Castle Hill Railings
27/07/2016	Steve Griffiths	012664	1,100.00	R90	Painting Castle Hill railings
27/07/2016	Wessex Water	012665	93.52		Water Rates St James
27/07/2016	British Gas	012666	39.13		Electric Barton Hill
27/07/2016	British Gas	012667	90.40		Electric June/July
27/07/2016	Treecare Co	012668	336.00		Fell Poplar St James emergency
27/07/2016	Aqua cleaning Services	012669	9.12		Nitrile Gloves
27/07/2016	Wessex Water	012670	565.03		Water 07/01 to 14/07
27/07/2016	Claire Commons	012671	46.20		Travel to appraisals course
27/07/2016	Donkey Field (Insurance)	012672	103.55		Grant Donkey Field ins
Total Payments			40,451.87		