



## 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 29<sup>th</sup> September 2015 commencing at 7:00pm.

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### Members Present:

Councillor R Tippins (Chair)  
Councillor Francis  
Councillor Taylor

Councillor Austin  
Councillor Taylor  
Councillor K Tippins

### Officers Present:

Barbara Carter, Compliance and Information Officer  
Stephen Holley, Town Clerk

### In Attendance:

Five members of the public

## MINUTES

### Public Participation

Mr William Sheriff presented the Council with the gift of a commemorative coin to mark the 70<sup>th</sup> Anniversary of the Battle of Britain. The Mayor thanked Mr Sheriff for his gift.

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;

- Councillor Austin confirmed he had recently moved but this would not affect his position on the Council.
- The Parish Meeting held on Monday 28<sup>th</sup> September 2015
- The Neighbourhood Plan
- The Council's representative on the Shaftesbury Carnival Committee

The Clerk would respond in writing, to questions raised regarding recording and publicising Parish Meetings called by the electorate.

### FC64 Apologies

Apologies were received and accepted from Councillors Hall, Jackson and Perkins due to work commitments and from Councillors Proctor and Lewer who were on vacation.

**FC65 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.

**FC66 Minutes**

It was **RESOLVED** to approve the minutes of the Council Meeting held on 28<sup>th</sup> July 2015 as a correct record. The minutes were duly signed.

**FC67 Mayor's Report**

- a. Report 0915FC04 was received and the Mayor outlined recent civic events that he had attended.

The Clerk was requested to investigate reducing the business rates on the swimming pool.

- b. District Councillor Jo Francis gave an oral report. A copy of the report would be made available through the Clerk.

It was understood that County and District Councillor Jeffery had prepared a report. Unfortunately it was not available to be presented at the meeting.

- c. Councillor Taylor reported on behalf of the Community Association, which at its last meeting had confirmed that it still wanted to extend Lindlar Hall. The meeting on the Shaftesbury Fringe that had taken place on Monday 28<sup>th</sup> September 2015, indicated the likelihood of an exciting event for the Town. Councillor Taylor had offered to support the event as the Council's representative.

Councillor Karen Tippins reported on issues raised by the Open Spaces Group concerning land behind 3 Breach Lane, which would be referred to ROSE, Gold Hill looking untidy and a stone dislodged on St John's Hill. Other items raised were a path around the Castle mound, planting snowdrops in St John's Churchyard, trees at Ash Close play area, a walled garden in Tesco's courtyard and the purchase of a water bowser. Shaftesbury Arts Centre was applying to the Arts Council for £500k.

Councillor Austin reported as the representative to the Shaftesbury Football Club and welcomed the responses he had received from colleagues regarding a proposed formal motion, which would be discussed with the Clerk.

**FC68 Payments**

Officer report 0715FC05 had been circulated and a supplementary report was tabled. It was **RESOLVED** to approve the following payments: cheques (012254 – 012269) for the period 16<sup>th</sup> to 29<sup>th</sup> September 2015 totalling £13,311.35 from the Town Council Current Account.

**FC69 Committee Membership**

Officer report 0715FC06 was received. Councillor Jo Francis resigned from the Planning and Highways Committee, due to conflicts with her District Councillor role. It was **RESOLVED** that Councillor Jo Francis be appointed to the

Recreation, Open Spaces and Environment Committee and Councillor Mark Jackson be appointed to the Planning and Highways Committee.

#### **FC70 Reports from Committees**

Minutes of Committee meetings had been previously circulated; they were noted as being received.

- a. In the absence of Councillor Lewer there was no report from the Planning and Highways Committee.
- b. Councillor R Tippins confirmed that the Human Resources Committee had recommended to the Council that it take on an apprentice groundsperson, and that the Clerk had been confirmed in post at the end of his probationary period.
- c. Councillor K Tippins raised the 2016/2017 budget setting for the Recreation, Open Spaces and Environment Committee. The Clerk confirmed the item would be on the next Agenda for discussion.
- d. Nothing to report from the General Management Committee.

#### **FC71 General Power of Competence**

It was **RESOLVED** that the Council adopt the General Power of Competence, having met the conditions of eligibility as defined in the Localism Act 2011 and The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

#### **FC72 Budget for 2016/2017 – Level of General Reserve**

It was **RESOLVED** that the Council adopt Option 2 which proposed a General Reserve of 25% of expenditure, while Earmarked Reserves be retained for their intended purpose, but liable to be drawn on for significant items of unplanned expenditure. If Earmarked Reserves were to be drawn on for purposes other than intended, the Council would look to restore them at the next Budget-setting opportunity.

#### **FC73 Allocation of Cycleways to appropriate Committee**

Councillor Taylor read a statement from the Chair of Planning and Highways Committee, in his absence. Discussion took place and the Clerk was requested to investigate the liability issue with Sturquest regarding the Trailway. The Council agreed there was no need to review the Terms of Reference for the Planning and Highways Committee and the Recreation, Open Spaces and Environment Committee. The recommendation fell.

#### **FC74 Dorset County Council Cycleway Scheme**

It was **RESOLVED** to endorse the cycle schemes for Mampitts Lane and A30 Pixmead. The Council approved in principal a footway/cycle way inside the wall at the Coppice Street/Football Ground. It was **RESOLVED** that the Planning and Highways Committee and Recreation, Open Spaces and Environment Committee be requested to investigate as the option overlapped both Committees, and to report back to Full Council with their recommendations.

**FC75 North Dorset Local Plan**

It was RESOLVED that the Council accepted the proposed changes to the affordable housing threshold set out in Policy 8 of the District Council's emerging plan.

**FC76 Apprentice - Recommendation from the Human Resources Committee**

It was RESOLVED to agree in principal the recommendation made by the Human Resources Committee at their meeting on 17<sup>th</sup> August 2015, the appointment of an Apprentice Groundsperson, through the scheme offered by Kingston Maurward College, Dorchester. The appointment to be delegated to the Recreation, Open Spaces and Environment Committee, with Councillor K Tippins and the Head Groundsman in consultation with the college.

**FC77 Local Council Award Scheme - Recommendation from the Human Resources Committee**

It was **RESOLVED** to adopt the Training and Development Policy, the Town Clerk's Continuous Personal Development Record and the Record of Training of Councillors and staff (subject to minor corrections), recommended by the Human Resources Committee at the meeting held on 17<sup>th</sup> August 2015.

**FC78 Local Government Transparency Code**

It was **RESOLVED** that the relevant documentation listed in Appendix A of the circulated report be published online in accordance with the Local Government Transparency Code 2014.

**FC79 Christmas Lights**

It was RESOLVED to approve the expenditure of approximately £1,000 for the installation of Christmas lights on the Town Hall with the General Management Committee to approve any final design and contract at its meeting on 20<sup>th</sup> October 2015.

**FC80 Officer Report**

1. Rifles Monument: Progress had been slow partly due to the requested legal advice giving rise to further questions and considerations, and partly due to a change in the Secretary of the Rifles. The Clerk would continue to pursue the implementation of the Council's resolution.
2. Leases: It was noted that the leases over the Donkey Field Orchard lease and the Enmore Green Playing Field were due for renewal in 2016. The Recreation, Open Spaces and Environment Committee would like to work in partnership with the Donkey Field Orchard with the possibility of assisting with keeping the area clean and to become more productive.
3. William Williams Trust: It was suggested that the Trust be contacted in the light of the duly approved Apprentice position, as the Trust might be able to assist with funding for the Apprentice.

4. Swimming Pool: The Recreation, Open Spaces and Environment Committee would investigate extending the season for the Pool to be open between May and September 2016. The final accounts of Shaftesbury Community Swimming Pool Ltd were yet to be concluded. Indications from the company and from users were that a replacement roof would not be particularly beneficial, so this project would be shelved for the time being.

There being no further business, the meeting was closed at 8.53pm

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Signed

Date