



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 7th March 2017, commencing at 7.00pm.

Members Present:

Councillor Lewer (Chair)
Councillor Austin
Councillor Hall
Councillor Perkins
Councillor Todd

Councillor Taylor (Vice-Chair)
Councillor Brown
Councillor Jackson
Councillor Proctor

Officers Present:

Sue Wilthew, Interim Town Clerk
Claire Commons, Interim Deputy Town Clerk

In attendance:

Two 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. There were no matters raised.

FC133 Apologies

Apologies were received for late arrival from Councillors Hall and Jackson due to work commitments.

FC134 Declarations of Interest and Dispensations

Members and officers were reminded of their obligation to declare any interests. No requests for dispensation had been received. Mrs Commons declared an interest in item 16 Town Clerk, Mrs Wilthew declared an interest in item 11 Professional Services. All members were invited to declare any interests throughout the meeting if the need arose.

FC135 Order of Business

It was **RESOLVED** to amend the order of business to consider items 15 Confidential Session and 16 Town Clerk as the next items of business.

FC136 Confidential Session

It was **RESOLVED** that, in accordance with Section 2 of the Public Bodies (Admissions to Meetings) Act 1960, the public be excluded during the discussion of the matters referred to in agenda item 16, on the grounds that they involve the likely disclosure of confidential information, (as defined in the respective paragraph of Part 1 of Schedule 12a of Section 10a(4) of the Local Government Act 1972), and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

7.04pm Mrs Commons and the public left the room

FC137 Town Clerk

It was **RESOLVED** that Mrs Commons be appointed as Town Clerk to Shaftesbury Town Council effective from 00.01am Wednesday 8th March 2017. The appointment to be within the advertised salary scale of 43 – 51.

FC138 Minutes

It was **RESOLVED** that the following minutes be approved and duly signed; 14th December 2016 Extraordinary Full Council and 24th January 2017 Full Council

FC139 Reports

Officer report 0317FC04 was received and noted. The Mayor encouraged all Councillors to attend the fairtrade event as detailed in the report.

There were no District or County Councillor reports. Councillor Brown reported on District matters in his capacity as District Councillor for the Hill Forts ward.

Councillor Taylor reported on the Neighbourhood Planning Group, the Shaftesbury Community Association (Lindlar Hall) and the Cycleways working group.

Mr Clinch reported on the Shaftesbury Carnival and encouraged everyone to support the car rally being held on 30th July 2017. Mr Clinch declared that he would be stepping down from the Carnival. The Council extended a vote of thanks to Mr Clinch for his dedication to the Carnival.

FC140 Order of Business

It was **RESOLVED** to amend the order of business to consider item 12 Westminster Memorial Hospital Working Group as the next items of business.

FC141 Westminster Memorial Hospital Working Group

Officer report 0317FC12 was received. It was **RESOLVED** to invite Mr Prichard to speak to this item. It was **RESOLVED** that Shaftesbury Town Council's Westminster Memorial Hospital Working Group (known as the WMH Working Group) continue in order to maintain its position of keeping the status quo of the hospital, to resist anything except expansion of the hospital, to analyse responses

from the CCG and to maintain the line of communication between users and the CCG. It was **RESOVLED** to extend a vote of thanks to Mr Prichard for his work on the Save our Beds campaign.

FC142 Reports from Committees

Officer report 0317FC05 was received and noted. The minutes were noted as received for information and no further reports were made.

FC143 Payments

Officer report 0317FC06 was received and an amended appendix was tabled. It was **RESOLVED** to approve the payments totalling £17,668.94 from the Town Council's Current Account as detailed in Appendix A of these minutes. It was noted that the entry for LGRC was for the Interim Town Clerk services as well as the workshop.

FC144 Financial Risk Assessment

Officer report 0317FC06 was received. The Council considered adjustments to the report and it was **RESOLVED** to **DEFER** adoption to an extraordinary meeting of Full Council on 28th March 2017 to allow further scrutiny of the document.

8.30pm Councillor Perkins left the meeting.

FC145 Toby's

Officer report 0317FC08 was received and it was **RESOLVED** to request the return of the loan to Toby's Young Peoples Project.

FC146 Principles of Good Practice

Officer report 0317FC09 was received and it was **RESOLVED** to adopt the Principles of Good Practice incorporating A Protocol for Member / Employee Relations.

FC147 Notice of Motion 00015 – Resolution Tracker

Notice of Motion 00015 was received and it was **RESOLVED** that Officer create a tracker to provide formal feedback on completion of resolutions in conjunction with the visioning framework and strategic plan.

FC148 Professional Services

Officer report 0317FC11 was received. It was **RESOLVED** to suspend Standing Order 3w to allow the meeting to extend beyond 2 hours. It was **RESOLVED** to continue the current contract with LGRC for Town Clerk Services to its conclusion on 18th April for no more than 2 days per week. It was noted that the services were in support of the Town Clerk. It was **RESOLVED** to commence a tender exercise for professional services to carry out work on the core governing documents.

9.24pm Councillor Hall left the meeting.

FC149 In Commemoration Package

Officer report 0317FC13 was received and it was **RESOLVED** to purchase customised items for a Commemoration Box in the event of a Royal death. It was

RESOLVED to adopt a Mourning Protocol for marking the death of a Senior National Figure or Local Holder of High Officer.

FC150 Officer Report and Future Meetings of the Council

Officer report 0317FC14 was received and noted. It was **RESOLVED** to include consideration of a Civic Awards programme on the next agenda for the Full Council.

There being no further business, the meeting was closed at 9.27pm.

Signed

Date

Appendix A

Printed on : 07/03/2017

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At : 13:11

NatWest Current A/c

List of Payments made between 22/02/2017 and 07/03/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
24/02/2017	Plusnet Ltd	DirectDebi	28.20		20/02 to 19/03
28/02/2017	February Salaries	ONLINE	8,858.43		February Salaries
07/03/2017	Shaftesbury School	012925	75.00		Hire of Hall ref SOB
07/03/2017	Wessex Fire & Security Limited	012926	294.12		Maintenance of alarm
07/03/2017	British Gas	012927	7.73		Standing Charge Barton Hill
07/03/2017	Aqua cleaning Services	012928	135.49		Toilet Rolls,bleach, paper tow
07/03/2017	British Gas	012929	237.07		Electric Jan/Feb
07/03/2017	Treecare Co	012930	1,650.00		Pollarding Limes Trinity
07/03/2017	Partnership Fire and Security	012931	119.99		Replace PSU for Fire Doors
07/03/2017	Sewards Blinds	012932	194.40		1335/3449/1013
07/03/2017	Zurich	012933	36.00		LCAS Seminar BC
07/03/2017	SLCC	012934	210.00		Membership SLCC/Institute
07/03/2017	GTC- Mayors Charity	012935	70.00		Mayor of Gill. Dinner/Dance
07/03/2017	LGRC Associates Ltd	012936	4,057.56		Strategic Planning Workshop
07/03/2017	Tracy Moxham	012937	45.85		Travel to Finance Meeting
07/03/2017	Dicks Contracting Ltd	012938	384.00		Hedges- Wincom,Tout, Copp,Bart
07/03/2017	Lyreco	012939	712.62		Mask, Eye pod stations, 1st ai
07/03/2017	Corona Energy	dd	552.48		Jan/Feb
Total Payments			17,668.94		

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