



SHAFTESBURY TOWN COUNCIL

Minutes of a meeting of the General Management Committee held on **Tuesday 13th May 2014** at 7:00pm in the Mayor's Parlour.

Present:

Cllr Harvey (Chairman)
Cllr Lewer (Vice-Chairman)

Cllr Hicks
Cllr T Tippins

In attendance:

Mr Paul Russell (Locum Town Clerk)
Mrs Barbara Carter (Acting Deputy Town Clerk)
11 members of the public

MINUTES

1. Apologies for Absence

Apologies were received and accepted from Cllr Madgwick due to a conflicting engagement and Cllr Proctor due to a prior engagement.

2. Declarations of Interests

Members and officers were reminded of their obligation under the Local Government Act 1972 and Localism Act 2011 to declare any known interests in any matter to be considered. No declarations of interest were made.

3. Receipt of Dispensation Requests

No dispensation requests had been received.

4. Open Forum

DCllr Beer advised Members that the Britain in Bloom judging in Shaftesbury would take place on 10th July.

As chair of the Barton Hill Trust, the Bowls Club had undertaken a considerable amount of work developing the proposed indoor bowling facilities but had been let down and now had to trim back and re-submit a planning application. The new application would cost the club approximately £1,000. He requested the Town Council to consider submitting the application on behalf of the Bowls Club which could significantly reduce the planning fees. The Bowls Club would then reimburse the Council.

DCllr Beer also offered to answer any questions from members if required.

Mr T Thomas remarked that the Agenda should be in proper order, as it contained ROSE instead of GEM in the wording. This was noted and had been corrected.

He also suggested that items were considered under confidential sessions too easily and was not normally necessary. He indicated that under the Localism Act confidential matters were considered the exception rather than the rule and he would challenge Council and its committees regarding its use.

He commented that in his opinion the Council's website was very poor and Council should consider purchasing a new one.

Cllr Clinch asked when the Town Hall maintenance would be carried out and the hearing loop installed. It was confirmed that quotations had been obtained but that these had not been progressed following the restructuring of Council and its committees. The matter would be pursued.

Cllr Dibben asked why the Football Club was being discussed in Confidential Session.

Mr Coffen thanked the Chair for last week's meeting and asked if the Clerk had received support from the Dorset FA. The Clerk confirmed he had and this was included in his Clerk's report. Mr Coffen asked if they would have answers tonight and also asked about a meeting that allegedly took place on Saturday 10th May 2014 at a councillor's home. The Clerk responded that he was unaware that a meeting had taken place and was therefore not in a position to comment.

Mrs Tucker said she had been told that the Clerk would take the Football Club lease forward and asked when he was going to start sorting it out?

The Chair said that the Council wanted to discuss the matter calmly, gather all the facts and unravel any problems so that progress could be made.

Mrs Coffen remarked that any Councillors that were at the meeting held on Saturday 10th May 2014 should not be able to take part in any vote concerning the Football Club lease.

Cllr Dibben stated that policies and been passed by the Council and stand, unless referred back to Council. Cllr Tippins informed all present that this was allowed under the Localism Act.

05. Football Club

It was **AGREED** to bring agenda item 8 forward and discuss the matter in Open Session.

Following discussion regarding the proposed Draft Lease to Shaftesbury Sports Club Ltd for the football pitch and clubhouse used by Shaftesbury Town FC it was **RESOLVED**:

- That a 15 year lease be entered into with Shaftesbury Sports Club Ltd with break clauses included at 3 months then every 5 years;
- That a clause be included in the draft lease to identify an operator for the clubhouse acceptable to both Shaftesbury Sports Club Ltd and Shaftesbury Town Council who will produce a business plan and an investment plan regarding the investment and running of the clubhouse within 3 months of the signing of the lease;
- That the Town Council and the Operator enter into negotiations to agree the level of depreciation related to the investment. An agreement to be reached within 3 months of the signing of the lease with Shaftesbury Sports Club Ltd.
- That Shaftesbury Sports Club Ltd put in place a proper level of governance to ensure the viability and sustainability of Shaftesbury Football Club within 3 months of the signing of the lease;
- That within 3 months of the signing of the lease Shaftesbury Sports Club Ltd be properly constituted with a written constitution and an AGM held at which a board of directors are elected.
- If all the parties are unable to meet the conditions as set out above within 3 months of the signing of the lease then Shaftesbury Town Council reserved the right to invoke the 3 month break clause.

(Proposed by Cllr Harvey, Seconded by Cllr Hicks) (Statutory Authority – OSA 1906 s.10)

06. Clerk's Report

Committee **NOTED** the following report:

- (a) **2/2014/0545/PLNG** – Committee **NOTED** that an application to erect I No. defibrillator had been received. Committee stated that the proposed position of the defibrillator was not where it had originally been agreed and concern was raised as to whether advice had been sought from the Conservation Officer as the Town Hall was a Grade II listed building.
- (b) **Town Council Vacancy** – It was unanimously **AGREED** to have poll cards printed for Christy's Ward By-election.
- (c) **Budget Book** – Committee **NOTED** that the budget book for Shaftesbury Town Council had been uploaded on to the website.
- (d) **Letters of Thanks** – Committee **NOTED** the letters of thanks received from Dorset Blind and the North Dorset Club for the Visually Impaired following receipt of their grants from the Town Council.
- (e) **Dorset FA** – Committee **NOTED** the email received from Todd Govan, County Development Manager for Dorset Football Association regarding the lease to the football club which outlined some of the previous history and supported the Club in its aspirations to enter into a lease with the Council.
- (f) **Insurance** – Committee **NOTED** that existing insurance cover had been reviewed. It was **AGREED** to allocate funding to obtain quotes to value the Council's properties, its civic regalia and artwork to ensure that adequate insurance cover was in place.
- (g) **LEADER in Dorset** – Following consideration of the options available it was **AGREED** that the Council's preference would be to join the Heart of Wessex Action Group which will include the north of Dorset, South Somerset and Wiltshire.
- (h) **Interim Grounds Storage and Welfare Unit** – It was **AGREED** that the Clerk be given delegated authority to enter into negotiations in respect of the vacant unit, Unit 2, on the Semley Industrial Estate and report back to the appropriate meeting once terms had been agreed, if appropriate.
- (i) **Sustainable Communities Act 2007** – Councillors expressed their support to organise a seminar regards implementation of the Sustainable Communities Act 2007. The Clerk would respond to the DAPTC.
- (j) **Grants** – It was **AGREED** to defer the grant requests received from Disability Action Group and Shaftesbury Town Football Club until the next appropriate meeting.
- (k) **Boules Court** – Noted that a request received from the Town Twinning Association to clarify the future of the Boules Court, and would be considered as part of the negotiations on the Football Club lease.

07. Financials

Committee **RECEIVED** the Financial Report for the fourth quarter of the 2013/14 financial year, January – March 2014.

Committee **NOTED** that the reports provided were difficult to follow and did not provide the required headline information. It was confirmed that as from the beginning of the 2014/15 financial year monthly financial updates would be presented to Council for consideration.

08. Committee Matters

- 7.1 It was **AGREED** that a working group of 3 Councillors consisting of Cllrs Harvey, Madgwick and R Tippins be formed to assist in developing a range of policies for the Council to update existing policies and improve Council's governance procedures.
- 7.2 It was **AGREED** that the process and procedure to deal with confidential matters would adhere to the newly adopted Standing Orders but that matters relating to staff would be restricted to the Human Resources Sub-Committee in the first instance.

Part 2 (to be considered without the Public and Press Present)

As certain items were expected to include the consideration of exempt information Shaftesbury Town Council **RESOLVED** that, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involved the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information. *(Proposed by Cllr Harvey and seconded by Cllr R Tippins)*

09. Freedom of the Town

There being no further business, the meeting was closed at 9:15pm.

Chair:

Date: