



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 1st March 2016 commencing at 7:00pm.

Members Present:

Councillor Proctor (Chair)	Councillor Austin (vice-chair)
Councillor Francis for part of the meeting	Councillor Lewer
Councillor Perkins for part of the meeting	Councillor Taylor
Councillor K Tippins	

Officers Present:

Stephen Holley, Town Clerk
Claire Commons, Committee Services Officer

In Attendance:

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

Four 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;

- Proposed takeaway at Toby's – It was hoped that the adjustment to the application would be for the extractor to be internal. Concern was also expressed regarding the opening hours and parking. A representative of the Civic Society added concerns in relation to the southern elevation being able to stand the proposed dormer windows.
- Budget consultation - It was asked whether there would be a budget for the public to consider and, if so, how and when it would be advertised. The Town Clerk confirmed that the outcome from the public meeting to be held on 8th March 2016 would be fed into the meeting of the full Council scheduled to be held on 15th March 2016. The meeting would be advertised in the Blackmore vale magazine, on the Council's website and noticeboards, and Task Force office had offered to send an email to all on its distribution list.

The meeting commenced at 7:11pm

G87 Apologies

There were no members absent

G88 Declarations of Interest and Dispensations

Councillor Francis declared that she was a member of the District Council’s Development Management Committee and would therefore not take part in that part of the meeting. All members were invited to declare any interests throughout the meeting if the need arose.

G89 Minutes

It was **RESOLVED** that the minutes of the meeting of the Committee held on 19th January 2016 and the minutes of the Special meeting of the Committee held on 16th February 2016 be approved as correct records. The minutes were duly signed.

It was agreed to bring forward discussion of the following item of business.

G90 Planning Applications

Officer report 0316GEM06 was received. The Committee **RESOLVED** to submit the following observations to North Dorset District Council:

Planning reference	Applicant and address	Detail	Agent / Architect
Committee Observation			
2/2016/0018/ FUL and 2/2016/0019/ LBC	JKL (Enterprises) Ltd Formerly known as Toby’s, 1 Bimport and 5 High Street Shaftesbury	Change of use and conversion of young person’s community centre to restaurant, hot food takeaway and drinking establishment on ground floor with function rooms in basement (Classes A3, A4 and A5); and 5 No. flats on first and second floors. Erect single storey extension, bin store and covered external staircase. Install 4 No. dormer windows, rooflights and flue.	Angel Architecture Ltd
Objection. It was requested that the application be considered by the Development Management Committee. It expressed concern regarding the size of the dormer windows, that the flue was not sufficiently sized for the business and unsightly on outside. It was considered that access to takeaway in that location would cause traffic hazards on Bimport and Bleke Street and there was concern of generation of noise. There was concern regarding the number of customers on a narrow footway and a dangerous corner and concern of unofficial use of Toby’s Court for takeaway customers.			

Planning reference	Applicant and address	Detail	Agent / Architect
Committee Observation			
2/2016/0075/ FUL	SMK Properties Ivy Cross Stores, Grosvenor Road Shaftesbury	Create additional retail area by relocating cycle rack and bin area. Relocated 9 No. parking spaces, form new cycle rack and relocate waste bin area.	Academy Design
Objection: The size of the parking spaces were unrealistic and unusable turning circle.			
2/2015/1839/ HOUSE	Mr J Picket Jasmine Cottage, Sherborne Causeway, Shaftesbury	Raise height of existing roof and erect two storey extension, (demolish sheds)	Roger Hill Architects
No Objection: The Committee had no objections to the application			

G91 Payments

There were no payments to be authorised.

G92 Budget-Setting 2016/17

Officer report 0316GEM05 was received. It was noted that a single page summary sheet would be included prior to presentation of the budget to the Council on 15th March 2016. The Clerk thanked a member for identifying £27,000 potential savings shortly before the meeting, which would allow for a number of projects to be funded in 2016/17. Amended papers were tabled to show adjustments to the previously circulated figures.

7:51pm - The meeting was adjourned to allow consideration of the tabled paper.

8:01pm - The meeting was reconvened.

The following decisions were made:

AGREED that Officers be requested to provide an audit of the vehicles and major equipment held by the Grounds Team. This would inform discussion of the need for a larger tractor/mower to facilitate the Service Level Agreement with the County Highways/Rangers for cutting a number of highway verges.

AGREED that Officers be requested to write formally to the SSEC regarding progress of the lighting at St James Street and Gold Hill

The Council **NOTED** a member's concern that the draft budget proposed no new funds for playground equipment while adding a further £10,000 for heritage lanterns.

To **RECOMMEND** to the Council that the final budget include the additional £10,000 for Heritage Lanterns.

8.40pm - Councillor Francis left the meeting at this point.

AGREED to request a breakdown of the figures to make up the projected actual for grants line 4350 and the swimming pool budget line 4921.

To **RECOMMEND** to the Council that the allocation for Grants and Service Level Agreements (SLAs) be £39,000..

AGREED to separate the swimming pool budget line items.

AGREED that any surplus be added to the playground repairs and maintenance budget line.

AGREED that the draft Budget (as amended) be put to the public consultation meeting the following week and to the Council on 15th March 2016, along with any comments arising from the consultation event.

G93 Draft Schedule of Meetings for 2016/17

Officer report 0316GEM07 was received and it was **AGREED** to defer consideration of the schedule of meetings to the next meeting of the full Council.

9:08pm - Councillor Perkins left the meeting at this point.

G94 Website Working Group

Officer report 0116GEM08 was received and noted.

G95 Officer Report

Officer report 0116GEM09 was received and noted. Councillor Taylor provided an oral update on Grants and SLAs. The Council noted the recommendation that SLAs be superseded, so as to award grants only.

9:13pm - Councillor Lewer left the room at this point.

Congratulations were extended to the Clerk on passing his one year anniversary with the Council.

G96 Next meeting of the Committee

Officer report 0316GEM10 was received and it was confirmed that the date of the next meeting of the Committee was scheduled to be held on 5th April 2016.

It was **AGREED** to include a review of the Council's leases as an item of business for the next meeting.

There being no further business, the meeting was closed at 9.16pm

Signed

Date