



**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 21<sup>st</sup> February 2017 commencing at 7:00pm.

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**Members Present:**

Councillor Taylor (Chair)  
Councillor Hall

Councillor Austin  
Councillor Jackson

**Officers Present:**

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

**In Attendance:**

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:

- Website – Comment regarding membership details on the Council's website
- Councillors – request to know which councillors took an allowance
- Safeguarding – enquiry into the Council's safeguarding policy.

**G62 Apologies**

Apologies were received and accepted from Councillors Brown, Perkins and Proctor due to conflicting engagements.

**G63 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.

**G64 Minutes**

Officer Report 0217GEM03 was received. It was **RESOLVED** that the minutes of the Committee meeting held on 17<sup>th</sup> January 2017 be deferred to the next meeting of the Committee. It was **RESOLVED** that the minutes of the 26<sup>th</sup> July which had been approved on 27<sup>th</sup> September 2016 were to be signed.

**G65 Payments**

Officer report 0217GEM04 was received. It was **RESOLVED** to approve the payments totalling £36,655.08 from the Town Council's Current Account as detailed in **Appendix A** of these minutes.

**G66 Finances – Quarter 3**

Officer report 0217GEM05 was received. It was **RESOLVED** to adopt the report, noting the cleared bank balances as at 31<sup>st</sup> December 2016 held in each bank account; Nat West Current Account £408,919, Nat West Reserve Account £89.499, Town Hall Petty Cash £7, Swimming Pool Petty Cash £70. The Town Council's progress against budget and purchase and sales ledger balances were noted. It was **RESOLVED** to provide councillor training on how the accounts are presented, how they link in with the Internal Auditor Report and differences between business and Council accounts.

**G67 Westminster Memorial Hospital Working Group**

Officer report 0217GEM06 was received. It was **RESOLVED** to **DEFER** consideration of the working group until Full Council on 7<sup>th</sup> March 2017 to allow for any information coming from the Dorset CCG following the conclusion of its consultation on proposed changes to healthcare in Dorset. It was **RESOLVED** to write to the MP in support of his letter to the CCG. It was **RESOLVED** to write a letter from Shaftesbury Town Council expressing its views regarding the DCCG Consultation including a request to extend the consultation by 1 month to the 31<sup>st</sup> March 2017 to allow sufficient time to consult with the communities outside the border and to write a letter from the Working Group to incorporate the wider view of the volunteers of the group

**G68 Grounds Unit**

Officer report 0217GEM07 was received. The Committee **RESOLVED** to **RECOMMEND** to the Council that the lease of Unit 9c Business Park be extended for a further six years.

**G69 Planning and Tree Applications**

Officer report 0217GEM08 was received. It was **RESOLVED** to submit responses to the Planning Authority as detailed in **Appendix B** of these minutes.

**G70 Officer Report and Future Meetings of the Committee**

Officer report 0217GEM09 was received and noted. It was **RESOLVED** to consider signposts and opening times for the Cattle Market carpark at the next meeting of the Committee.

There being no further business, the meeting was closed at 8.10pm

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Signed

Date

## Appendix A

Printed on : 14/02/2017

Shaftesbury Town Council

Page No 1

At : 10:35

NatWest Current A/c

## List of Payments made between 25/01/2017 and 20/02/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
25/01/2017	NDDC	Std Ord	242.00		Rates Swimming Pool
26/01/2017	Plusnet Ltd	DD	28.20		Telepone/Broadband
30/01/2017	British Telecommunications	dd	47.52		Phones Services 852790
30/01/2017	British Telecommunications	dd.	54.00		Line Rental 851212
30/01/2017	Nat West Credit Card	Direct Deb	129.00		Credit Card Payment
30/01/2017	HMRC Repay Correction	CORRECTION	200.00		Correction to input error
31/01/2017	Corona Energy	DD.	512.99		Gas December
31/01/2017	ICO	DD	35.00		ICO Data Protection
31/01/2017	Salaries January	ONLINE	9,019.90		Salaries January
02/02/2017	Eon	DD..	159.74		Purchase Ledger Payment
06/02/2017	Hitachi Capital	DD	5,600.00		VAT New Mower
08/02/2017	British Telecommunications	DD.	91.80		Broadband 4126 2689
13/02/2017	British Telecommunications	dd	37.37		Mobile Phones Grounds
13/02/2017	Fuel Genie	DD	157.14		Fuel January
13/02/2017	Hitachi Capital	DIRECTDEBI	899.20		HP Monthly Payment
20/02/2017	ACE Plumbing and Heating	012900	138.84		Replace float valve Disab. WC
20/02/2017	Bourne-Romsey Fire Protection	012901	100.80		Service Fire Extinguishers
20/02/2017	Chris Berwick Ltd	012902	3,438.00	R34	Yew - Trinity
20/02/2017	British Gas	012903	64.02		Electric Unit 9c
20/02/2017	Screwfix (Trade UK)	012904	22.99		Rechargeable Work Light
20/02/2017	The IT Department Solutions Lt	012905	2,298.79		2 x Computers, monitors & inst
20/02/2017	Glasdon UK Ltd	012906	409.63		Two Topsy Royal Bins
20/02/2017	LGRC Associates Ltd	012907	2,617.20		Interim Mangament Clerk
20/02/2017	Firmsites Ltd	012908	165.00		Website Hosting
20/02/2017	Mole Countrystores	012909	146.97		Safety Wellingtons
20/02/2017	Toogoods Prperty Co Ltd	012910	119.51		Water Rates (revised) Unit 9c
20/02/2017	David A Graham Associates Ltd	012911	369.00		Road Safety Audit Christys Lan
20/02/2017	Lyreco	012912	624.95		Stationery for SOB
20/02/2017	Imprint Graphics	012913	180.00		Printing Bags SOB
20/02/2017	Clarity Copiers Ltd	012914	69.05		Printing/Copying Jan
20/02/2017	Richard Tippins	012915	34.65		Travel to Events Oct to Dec
20/02/2017	Travis Perkins	012916	37.53		Gloves, safety specs
20/02/2017	Wessex Fire & Security Limited	012917	73.20		Call out to alarm
20/02/2017	Busy Bees	012918	260.00		Town Hall cleaning January
<b>Total Payments</b>			<b>28,383.99</b>		

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Shaftesbury Town Council

Page No 1

At : 11:18

NatWest Current A/c

## List of Payments made between 21/02/2017 and 21/02/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
21/02/2017	EC Electricals	012919	544.03		Relacing lamps MP/CC , new PIR
21/02/2017	British Gas	012920	65.39		13/01 to 09/02
21/02/2017	Imprint Graphics	012922	60.00		Printing SOB Bags
21/02/2017	RBS Software Solutions	012923	898.80		Omgea Licence
21/02/2017	British Gas	012924	213.28		Electric Town Hall Dec/Jan
21/02/2017	Sage Uk Ltd	dd	67.20		Sage Payroll
21/02/2017	HMRC	ONLINE	2,840.26		Tax/Ni January
21/02/2017	DCC Pension Fund	ONLINE	3,322.13		Pension January Salaries
21/02/2017	Busy Bees	012921	260.00		Town Hall Cleaning Feb
<b>Total Payments</b>			<b>8,271.09</b>		

Appendix B

2/2017/0102/HOUSE – 11 Imber Road, Shaftesbury, Dorset SP7 8RX

Erect two storey side extension (demolish existing garage)

Applicant: Miss L Hall

**Observation:** No Objection

2/2017/0213/CATREE – Wrightson Allotments, Bimport, Shaftesbury, Dorset SP7 8BA

T1 – semi mature Sycamore – Fell, as tree is leaning across the road which suggests a possible hazard. Of low amenity value and contributes to the heavy shade on the allotment plots.

**Observation:** Support cutting back of the lower branch leaning across St John's Hill but objects to its complete removal

2/2017/0151/TPTREE – Trinity Centre, Bimport, Shaftesbury, Dorset SP7 8BW

L1 – Lime – Re-pollard trees 10-19 (repeat every 3-4 years) and reduce the height of the main trunks of remaining trees 20-23 and 61-82 to 3-4m – see application for supporting reasons.

**Observation:** No Objection

2/2017/0170/TPTREE – The Chalet, Christys Lane, Shaftesbury, Dorset SP7 8DL

H1 – m2x Beech and 3x Sycamore – Reduce the lower secondary and tertiary laterals overhanging the vets car park by 2m to a height at 5m from ground level, which will avoid damage to vehicles and the trees.

Tree Group Comments: The work does not seem necessary, but we have no objection to it.

**Observation:** No Objection

2/2017/02017/TPTREE – 17 Victoria Street, Shaftesbury Dorset SP7 8AG

T1 – Sycamore – Remove completely due to it blocking the driveway to the garage.

**Observation:** No Objection