



SHAFTESBURY TOWN COUNCIL

Full Council

Minutes of the Full Council held in the Council Chamber, Town Hall, High Street, Shaftesbury Dorset SP7 8LY on Tuesday, 14 November 2017 commencing at 7:00pm.

Members Present

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

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

Absent:

Councillors Loader, Proctor, Perkins

Officers Present:

Claire Commons, Town Clerk
Brie Logan, Business Manager
Zoe Moxham, Office Administrator

In Attendance:

2 members of the public
District Councillor Beer
1 member of the press

Councillor Brown joined the meeting at 7.10pm

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;

- It was noted that the Remembrance Parade was well attended by Councillors, and this was appreciated.
- Concern was expressed for the future plans of the Westminster Memorial Hospital. Cllr Austin responded with reassurance that a thorough analysis would be undertaken before any decision was made regarding the future of the hospital and this would be a long way off yet.

F72 Apologies

Apologies were received and accepted from Councillors Proctor due to conflicting personal engagements. Councillor Loader due to a family commitment and Councillor Perkins due to work commitments.

F73 Declarations of Interest and Dispensations

Members and Officers were reminded of their obligations to declare interests in accordance with the Code of Conduct 2012. There were none declared and all members were invited to declare any interests throughout the meeting if the need arose.

F74 Minutes

It was **RESOLVED** to approve the minutes of the meeting held on Tuesday, 10 October 2017 and the minutes were duly signed.

Councillor Brown arrived at this point.

F75 Reports

F75a Officer report 1117FC4 was received and noted.

F75b District Councillor Beer reported the following:

- Expressed concern that the reorganisation of the District Councils could potentially result in a struggle for rural Councils' opinions and views to be heard.
- Public Transport- Both the South West Train and Bus Timetable had been successfully updated to provide a better public transport service.
- Current Projects- There are three main projects that are currently being undertaken by Cllr Beer; 1. Social Inclusion/Exclusion 2. Improving mental health working and caring systems. 3. Integrated and sustainable transport strategy.
- A cabinet meeting is due to take place on 6/12/17, one of the agenda items to be discussed will be the six options relating to C13 traffic.

F75c District Councillor Francis reported the following via the Clerk:

- Expressed the desire to be working effectively with Shaftesbury Town Council.
- Better Lighting – has been working with a resident at Win Green View to improve the lighting conditions in the co-op area for residents.

F75d Local Organisations – It was reported that the Abbey Museum had had a good season which has now finished and the for the first time will be opening it's shop on the 9th and 10th of December.

F75e Strategic Plans- The Business Manager reported that a schedule of work for completing the projects on the strategic plan has been drafted. A meeting that all Councillors are invited to attend will take place on 5/12/17 at 7pm to create groups to begin to put the plans in to action.

- F75f Small Business Saturday – It was **RESOLVED** to adopt a pledge to support Small Business Saturday. It was **RESOLVED** that the Business Manager would decide from the three options read out which wording will be used for the pledge.
- F75g Confidential Session – A confidential meeting had been held with North Dorset District Council which would be addressed during confidential session as identified on the agenda.
- F76 **CCTV**
- F76a Officer report 1117FC5 was received and it was **RESOLVED** to appoint company A to install a new CCTV system in Shaftesbury within the budget set out for CCTV.
- F77 **Payments**
- F77a Officer report 1117FC6 was received. It was **RESOLVED** to approve the payments totalling £10,447.31 leaving a balance of £558,497.50 in the Town Council's current account as detailed in **Appendix A** of these minutes.
- F77b It was **RESOLVED** to pay the British legion £50 for the poppy wreath provided to the Council for Remembrance Day, thereby donating £25 to the British Legion Organisation on top of the cost price of the wreath.
- F78 **Budget**
- F78a Officer report 1117FC7 was received and the following items as detailed with the report were **RESOLVED**;
- F78b To transfer £1,000 of the Town Centre Enhancement reserve to the Paving fund and carries forward £7,109 for expenditure on the Town Centre in 2018/19 thereby reducing the precept by £1,000
- F78c That the Council transfers the Town Hall Energy Fund to the Town Hall Building Reserve.
- F78d That the Council adjusts the CCTV budget according to the resolution at agenda item 5 to £0.
- F78e That the budget and precept request of £479,683 for 2018/19 be agreed subject to receipt of any material considerations before the end of January 2018.
- F79 **Boundary Review**
- F79a Officer Report 1117FC8 was received and it was **RESOLVED** to respond to the Boundary Commission for England constituency boundary review with the following:
- 'The revised proposal currently has Warminster and Shaftesbury County Constituency as the name, the Council would like to see the names in alphabetical order as other County Constituencies are so named. Shaftesbury Town Council is concerned at the greater workload and complexity for the MP to deal with two unitary authorities.'

F80 Neighbourhood Plan

F80a Officer report 1117FC9 was received and it was **RESOLVED** to adopt the Terms of Reference for the Neighbourhood Plan Steering Group subject to the following amendments;

- Section 2.1 Change the word 'local' Councillor to 'Town' Councillor and include a footnote that states what the qualifying criteria is for becoming a Town Councillor at the time of writing these Terms.
- Section 4.9 Insert a conflict resolution plan which reads as follows:

'Conflict Resolution: If it proves not possible for the Steering Group to reach agreement during any stage of preparing the Plan, every effort shall be made by the membership of the Steering Group to resolve the difference by negotiation. In the course of developing the Neighbourhood Plan, if serious conflict arises within the Steering Group regarding any issue and is unable to be resolved then the Steering Group will refer the matter to the Town Council for investigation and decision. Before reaching a decision, the Town Council may attempt to arbitrate or conciliate, or it may gather further information including from the Local Authority or via a public meeting or a Council General Meeting. To reach a decision, the Town Council may make a decision in its own right, or may call a public meeting or a Council General Meeting. If the issue seems irreconcilable, the Town Council may decide to abandon the Neighbourhood Plan, which decision shall be put to a Town General Meeting.'
- Section 7.1 State that an annual vote will take place by the steering group to appoint the Chairman and Deputy Chairman.

F81 Utility Contracts

F81a Officer report 1117FC10 was received and it was **RESOLVED** to enter into a 2 years contract with Company D as referenced by the Town Clerk as a last-minute quote provided via email. See **Appendix B** for details.

F82 Castle Hill Working Group

F82a Officer report 1117FC11 was received and it was **RESOLVED** to adopt the Terms of Reference for the Castle Hill Working Group subject to changing Section 8.1 to read;

'This Group will operate for 12 months.'

9pm - At this point it was **RESOLVED** to extend the meeting and review the time needed in 30 mins.

F83 Westminster Memorial Hospital

F83a Officer report 1117FC12 was received and it was **RESOLVED** to formally request involvement from certain stakeholders, including Gillingham Town Council.

F83b It was **RESOLVED** to agree that the draft Terms of Reference for the Working Group are fit for purpose at the current stage in the project.

F84 Confidential Information

F84a Officer report 1117FC13 was received and 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 remaining matters on the agenda (namely, Langdale Farm and Legal Advice) 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 100a(4) of the Local Government Act 1972), and the public interest in maintaining the exemption outweighs the public interest in disclosing the information."

F85 Langdale Farm

F85a Officer report 1117FC14 was received. It was **PROPOSED** and **SECONDED** that the Council accept the offer put by Charles Higgins Trust. The vote was split and the Chairman did not exercise his casting vote. It was **RESOLVED** to defer further debate until a future meeting of the Council.

The meeting was adjourned at 10:15pm

Signed

Date

Appendix A

Printed on : 04/10/2017

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At : 13:45

NatWest Current A/c

List of Payments made between 29/09/2017 and 12/10/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
29/09/2017	GMS Lions	ONLIN33	54.00		GMS Lions Annual Dinner
29/09/2017	Salaries September	ONLINE	11,788.05		Salaries September
29/09/2017	Nat West Credit Card	DD	752.80		Credit Card Payment
30/09/2017	Plusnet Ltd	dd	29.71		Telephone/broadband
02/10/2017	Corona Energy	DD	149.07		Gas Town Hall
02/10/2017	Telefonica Uk Ltd	DirectDebi	70.16		Grounds Mobiles
09/10/2017	Tincknell Fuels	online34	384.36		Red Diesel
10/10/2017	British Telecommunications	Direct Deb	268.27		Rental Charges Sept to Nov
12/10/2017	Blandford Office Furniture Ltd	online35	154.80		Office Chair
12/10/2017	Ben Johnson (Shaftesbury) Ltd	online36	69.06		Strimmer spares
12/10/2017	Aqua cleaning Services	online37	71.02		Toilet Rolls
12/10/2017	Caloo Ltd	online38	2,127.60		Wet pour repair- ref vandalism
12/10/2017	Chris Berwick Ltd	online39	854.40		2nd Payment
12/10/2017	Clarity Copiers Ltd	online40	126.73		Printing September
12/10/2017	British Gas	online41	8.22		Aug/Sept Electric Barton Hill
12/10/2017	British Gas	online42	153.98		Electric Aug/Sept
12/10/2017	Spruce Pools	online43	303.34		Lower water level high TDS
12/10/2017	West Dorset District Council	online44	238.80		DorsetforYou -Staff vacancy ad
12/10/2017	HMRC	ONLINE45	3,612.86		Tax/NI
12/10/2017	DCC Pension Fund	ONLINE46	2,876.32		DCC Pension Fund
Total Payments			24,093.55		