



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, 06 March 2018 commencing at 7:03pm.

Members Present

Councillor Lewer (Chair)
Councillor Perkins
Councillor Proctor
Councillor Kirton
Councillor Jackson

Councillor Brown (Vice-Chair)
Councillor Taylor
Councillor Austin
Councillor Cook
Councillor Loader

Absent:

Councillors Hall and Todd

Officers Present:

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

In Attendance:

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

Councillor Jackson 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;

- Snow Policy – Concern was expressed that Shaftesbury Town Council does not have a snow policy in place. The Town Clerk gave reassurance that there was Policy in place and it had been implemented.
- Neighbourhood Plan Group - Concern was expressed regarding the members of the Shaftesbury Neighbourhood Plan.
- Advisory Committee Groups – It was suggested that the call for volunteers for the new advisory committee groups should have been advertised more.

- Minutes – It was asked whether the last Full Council Committee Minutes were available on the website. The answer was affirmative.

Councillor Jackson arrived at this point.

F92 **Apologies**

Apologies were received and accepted from Councillor Hall due to work commitments. Councillor Loader was absent.

F93 **Order of Business**

F93a It was **AGREED** that District Councillor Beer be allowed to give his Officer Report at this point in the meeting to allow him to leave afterwards. District Councillor Beer reported the following:

F93b At the last County Council Meeting tribute was paid to Mervyn Jeffery who recently passed away.

F93c 110,000 tonnes of salt was spread in one day by the 100 gritters who work in North Dorset.

F93d It is recommended that all problems regarding to drains and gullies be submitted on the Dorset for You website as they are processed more efficiently.

F93e There has been new and improved bus services and bus stops which connect better with train connections.

F93f Extensive work has and is still being undertaken to tackle the problem of Social Isolation.

F93g The local government review will save money and means a lot of the work is now being undertaken centrally from Poole rather than Blandford.

Councillor Beer left the meeting at this point.

F94 **Declarations of Interest and Dispensations**

All members were invited to declare any interests throughout the meeting if the need arose. Councillor Cook declared an interest in item 4 as a trustee of Chubbs House. Councillor Proctor retracted his interest in Item 4 as he stated that he was no longer a director of any of the Charles Higgins companies and therefore no longer had a financial or legal interest in the Langdale Farm development. However, he did have a personal interest in the project's success so opted to leave the table when planning application 2/2018/0085/OUT was discussed. No other interests were declared.

F95 **Minutes**

F95a It was **RESOLVED** to approve the minutes of the meeting held on 2nd January 2018 and the meeting held on 30th January 2018 and the minutes were duly signed.

F96 **Planning Applications**

F96a Officer report 0318FC4 was received and it was **RESOLVED** to submit the following comments on the applications listed below;

F96b 2/2018/0085/OUT Land at Langdale Farm Mampitts Lane Shaftesbury Dorset

Develop land by the erection of 20 No. dwellings, form vehicular access. (Outline application with all matters reserved). **No Comment.**

- F96c 2/2017/1984/HOUSE 19 Old Boundary Road Shaftesbury SP7 8ND
Erect single story extension to the side and rear (demolish existing). Erect car port to the rear (demolish existing garage). **No Objection.**
- F96d 2/2018/0071/VARIA The Priory House 10 Church Lane Shaftesbury SP7 8JT
Erect conservatory (demolish existing conservatory). Variation of Condition No. 2 of Planning Permission 2/2017/0905/HOUSE to modify the roof construction.
2/2018/0076/VALBC The Priory House 10 Church Lane Shaftesbury SP7 8JT
Demolish existing conservatory. Erect conservatory and carry out associated external alterations - Variation of Condition No. 2 of Listed Building Consent No. 2/2017/0906/LBC to modify the roof construction. **No Objection.**
- F96e 2/2018/0061/VARIA 9 Love Lane Shaftesbury SP7 8BG
Erect 1 No. dwelling with double car port. Form new vehicular access from Love Lane, erect double garage, porch and conservatory extensions to existing bungalow (retrospective). (Variation of Condition Nos. 5 and 6 (relating to landscaping) of Planning Permission No. APP/N1215/W/17/3175397 (LPA Ref. 2/2016/1842/FUL)). **Objection. Conditions Nos 5 and 6 relating to landscaping.**
- F96f 2/2017/1727/FUL Chubbs House Salisbury Street Shaftesbury Dorset
(NDDC Planning called in regarding this on to inform us it was the same planning application that we consulted at the 02/01/18 FC meeting- no objection was the comment. The reason for it coming up again was that the application stated it was a renewal of planning permission which was in correct.) **No Objection.**

F97 **Payments**

Officer Report 0318FC5 was received and it was **RESOLVED** to approve the payments of £42,319.13 from the Town Council's current account which includes £446.08 for the NatWest Credit Card as appended to these minutes. (Appendix A)

F98 **General Data Protection Regulations (GDPR)**

- F98a Officer report 0318FC6 was received and it was **RESOLVED** that the Council carries out a data audit and health-check to ensure compliance with the General Data Protection Regulations coming into effect on 25th May 2018. The Town Clerk will undertake research into an external Data Protection Officer.

F99 **Community Grants**

Councillor Cook declared an interest at this point as a member of Shaftesbury Snowdrops and left the table.

- F99a Officer report 0318FC7 was received and it was **RESOLVED** to award the remaining community to grant pot fund (£2365) to the following local organisations;
£433 Shaftesbury Tree Group
£1171 Shaftesbury Snowdrops
£761 Shaftesbury Fringe

F100 **Dementia Awareness**

F100a Officer report 0318FC8 was received and the following was **RESOLVED**:

F100b To make a formal Statement that Shaftesbury Town Council is working towards becoming a Dementia Friendly Town.

F100c To organise a free Dementia Awareness Session and advise all Councillors and Officers to attend. Any spaces left will be offered to members of the public in Shaftesbury including business people and local organisations.

F100d To organise an official training session through the Alzheimer's Society. It is called Step inside and builds skills and confidence to support people living with dementia, this is a 1 day course costing £595 for up to 16 people with an additional £29 to be budgeted for 16 people for an optional Foundation Certificate in Dementia Awareness exam. Any spaces not filled by members of Shaftesbury Town Council will be offered to members of the public in Shaftesbury including business people and local organisations. (Financial Implication £1,059, Councillor Training)

F101 **Financial Risk Assessment**

F101a Officer report 0318FC9 was received and it was **RESOLVED** that the Council adopts the 2017/18 Financial Risk Assessment.

F102 **Treasury Management**

F102a Officer report 0318FC10 was received and it was **RESOLVED** that the Council adopts the Treasury Management Policy contained therein, and;

F102b that the Council delegates to the Town Clerk the responsibility of selecting additional savings accounts for short terms investments. The Town Clerk will report back to the Council.

F103 **Mampitts Square Community Land**

Councillor Brown declared an interest at this point as a District Councillor.

F103a Officer report 0318FC11 was received and it was **RESOLVED** that the Council accepts the offer of land at Mampitts Square.

F104 **ROSE Minutes of 24th October 2017**

F104a Officer report 0318FC12 was received and it was **RESOLVED** to record a minute clarifying R37 to show authority for repairs to be carried out to the swimming pool to the value of £1,454

F105 **Reports**

F105a Officer report 0318FC13 was received and noted.

F105b Thanks were expressed to the Council from Councillor Cook on behalf of the Shaftesbury Snowdrops.

F105c Thanks were expressed to Councillor Brown for attending the Twinning AGM.

F105d Thanks were expressed to the office team for all their hard work.

There being no further business, the meeting was closed at 8.57pm

Signed

Date

Appendix A. Payments Approved

Printed on : 06/03/2018

Shaftesbury Town Council

Page No 1

At : 13:22

NatWest Current A/c

List of Payments made between 02/02/2018 and 08/03/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
07/02/2018	British Telecommunications	DD	95.04		Broadband Line Rental
11/02/2018	Hitachi Capital	Std Ord	849.20		Hitachi Capital
13/02/2018	Fuel Genie	DDebit	212.15		Diesel January
16/02/2018	Sage Uk Ltd	dd	67.20		Purchase Ledger Payment
19/02/2018	Crown Gas & Power (Easy Utilit	Ddebit	410.73		Gas Town Hall January
28/02/2018	Plusnet Ltd	dd	28.20		Purchase Ledger Payment
28/02/2018	Febraury Salaries	ONLINE	12,541.89		Febraury Salaries
08/03/2018	Hawes Arborists	online138	600.00		Tree work St Johns Hill
08/03/2018	Dorset Planning Consultant Ltd	online139	241.14		NHPG Meeting 19/02/18
01/03/2018	Nat West Credit Card	Creditcard	446.08		Credit Card Payment
02/03/2018	Telefonica Uk Ltd	dd	70.16		Grounds Mobiles
08/03/2018	Dorset County Council	online140	4,779.85		2800147468/4066/Dorset County
08/03/2018	Firmsites Ltd	online141	165.00		Quarterly hosting charge
08/03/2018	Travis Perkins	online142	179.48		Paint, varnish,bolts
08/03/2018	British Gas	Online143	60.72		Electric Jan/Feb Bell St Toile
08/03/2018	Aqua cleaning Services	Online144	101.92		Cleaning supplies
08/03/2018	Sydenhams	online144	124.81		Post
08/03/2018	Wessex Water	online146	392.36		Bray Allotments
08/03/2018	Office Depot (UK) Ltd	online147	22.68		Storage Boxes
08/03/2018	RBS Software Solutions	Online148	918.00		Omega Licence 1 year
08/03/2018	The IT Department Solutions Lt	online149	181.08		365 Monthly & Spam Filtering
08/03/2018	Kew Electrical	online150	48.35		Lights for toilets Town Hall
08/03/2018	Pear Technology	online151	40.82		Printing Map A0
08/03/2018	EG. Coles	online152	270.85		Repair to starter Road Sweeper
08/03/2018	Bourne-Romsey Fire Protection	online153	117.00		Annual Fire Extinguisher inspe
08/03/2018	Clarity Copiers Ltd	online154	239.65		Printing January
08/03/2018	Wessex Water	online155	56.07		St James Allotment
08/03/2018	EC Electricals	online156	4,799.68		Install Hearing loop/PA System
08/03/2018	Lyreco	online157	141.50		Display books, pockets, pad
08/03/2018	British Gas	online158	8.10		Barton Hill Dec-Jan
08/03/2018	British Gas	online159	344.34		Electric Town Hall
08/03/2018	Lyreco	online160	155.28		Folders for Stragetic Plan
08/03/2018	Whitebridge Hire Services Ltd	online161	777.38		Grease gun delivery tube
08/03/2018	Tracy Moxham	ONLINE162	49.95		Travel Dorch/Athlehampton
08/03/2018	RJ & KD Mclean Ltd	ONLINE163	2,100.00		Ifor Williams Trailer
08/03/2018	RLSS Direct (IQL UK Ltd)	ONLINE164	540.00		NPMQ Health & Safety Course
08/03/2018	Spruce Pools	ONLINE165	1,744.90		Carry out sand media change
08/03/2018	HMRC	ONLINE166	3,946.76		Tax/Ni February
08/03/2018	DCC Pension Fund	ONLINE167	4,450.81		Pension February
Total Payments			42,319.13		

Printed on : 06/03/2018

Shaftesbury Town Council

Page No 1

At : 13:28

Nat West Credit Card

List of Payments made between 01/02/2018 and 01/03/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/03/2018	FaceBook Advert	CREDITCARD	20.00		FaceBook Advert- Wedding
01/03/2018	NDDC	CREDITCARD	21.00		Temporary Events Licence-Gatsb
01/03/2018	WoodlandTrust	CREDITCARD	105.00		Wild Harvest tree packTreeGrou
01/03/2018	DVLA	CREDITCARD	242.50		Road Tax Nissan Cabstar
01/03/2018	Nisbets Catering	Creditcard	57.58		Flute Glasses
Total Payments			446.08		