



## SHAFTESBURY TOWN COUNCIL

## Annual Meeting

Minutes of the Annual Meeting held in the Council Chamber, Town Hall, High Street, Shaftesbury Dorset SP7 8LY on Tuesday, 01 May 2018 commencing at 7:00pm.

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**Members Present**

Councillor Lewer  
Councillor Jackson  
Councillor Perkins  
Councillor Taylor  
Councillor Todd

Councillor Brown  
Councillor Cook  
Councillor Loader  
Councillor Proctor

**Absent:**

Councillor Hall, Kirton and Austin

**Officers Present:**

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

**In Attendance:**

Nine members of the public  
One member of the press

### 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;

- Gold Hill Wall – Concern was expressed that funds held by North Dorset District Council for Gold Hill Wall have not been transferred or used for the care of the wall.
- Cattle Market – Concern was expressed that there had not been a proper consultation process carried out by North Dorset District Council in regard to selling the Cattle Market site. It was suggested that Shaftesbury Town Council seek legal advice from a barrister who specialises in such matters.
- Football Club – Concern was expressed that rent is being charged to the football club for the clubhouse.
- Election – The question was asked to Councillor Brown; if he became Mayor where his loyalties would lie as he was a North Dorset District Councillor and a member of the conservative party also. Councillor Brown responded that at the Town Council he had the best interests of Shaftesbury as his priority and at the District Council he had the best interests of the Dorset area.

- Town Meeting – It was suggested that a Town Meeting be called to discuss what the community feels should be done with the cattle market site.

## **F01 Election of Chairman & Town Mayor and Vice Chairman & Deputy Mayor**

- F01a Report 0518AM1 was received and it was **RESOLVED**;  
 F01b That Councillor Brown serve as Chairman and Town Mayor for the Municipal Year 2018/2019 and sign his declaration of acceptance of office.  
 F01c That Councillor Taylor serve as Vice-Chairman and Deputy Mayor for the Municipal Year 2018/2019

## **F02 Apologies**

Apologies were received and accepted from Councillors Austin and Councillor Kirton due to conflicting personal engagements. Apologies were received and accepted from Councillor Hall due to work commitments.

## **F03 Declarations of Interest and Dispensations**

All members were invited to declare any interests throughout the meeting if the need arose. Councillor Brown declared an interest in item 7, Cattle Market as he is a District Councillor.

## **F04 Minutes**

It was **RESOLVED** to approve the minutes of the meeting held on Tuesday, 14 November 2017, Tuesday, 28 November 2017 (3 sets), Tuesday, 12 December 2017, Tuesday, 06 March 2018 and Tuesday, 10 April 2018 with the amendment that Councillor Loader was present on minute ref F92 and the minutes were duly signed.

## **F05 Standing Committees**

- F05a Officer report 0518AM5 was received and the following was **RESOLVED**;  
 F05b The following Councillors be appointed to the Planning and Highways Committee:
- |                    |  |
|--------------------|--|
| Councillor Austin  | It was <b>RESOLVED</b> that Councillor Brown |
| Councillor Brown   | be Chairman and Councillor Taylor be         |
| Councillor Lewer   | Vice-Chairman for the municipal year         |
| Councillor Proctor | 2018/19.                                     |
| Councillor Taylor  |  |
| Councillor Todd    |  |
- F05c The following Councillors be appointed to the Recreation, Open Spaces and Environment Committee:
- |                    |                                 |
|--------------------|---------------------------------|
| Councillor Cook    | It was <b>RESOLVED</b> that     |
| Councillor Hall    | Councillor Hall be Chairman and |
| Councillor Jackson | Councillor Kirton be Vice-      |
| Councillor Kirton  | Chairman for the municipal year |
| Councillor Loader  | 2018/19.                        |
| Councillor Proctor |                                 |

F05d It was **RESOLVED** that the following Councillors be appointed to the Human Resources Committee:

Councillor Austin  
 Councillor Lewer  
 Councillor Loader  
 Councillor Perkins  
 Councillor Todd

It was **RESOLVED** that Councillor Perkins be Chairman and Councillor Lewer be Vice-Chairman for the municipal year 2018/19.

Three other Councillors will be available as reserve members of the committee for the remainder of this municipal year, those three Councillors, in order of who will be called first, will be;

1. Councillor Taylor
2. Councillor Proctor
3. Councillor Hall

F05e The Chairmen and Vice Chairmen having thus far been selected, the following Councillors be appointed to the General Management Committee:

Councillor Lewer  
 Councillor Brown  
 Councillor Cook  
 Councillor Hall  
 Councillor Kirton  
 Councillor Perkins  
 Councillor Taylor

It was **RESOLVED** that Councillor Cook be Chairman and Councillor Taylor be Vice-Chairman for the municipal year 2018/19.

F05f The following members remain on the Shaftesbury Town Council's Neighbourhood Plan Advisory Committee:

Sue Allatt  
 Rachel Bodle  
 Stuart Edwards  
 Tim Edwyn-Jones  
 Virginia Edwyn-Jones  
 Natalie Evans

Brendon Fisher  
 Lee Hennessy  
 Mick Hicks  
 Keri Jones  
 Kris Martin  
 Robin Miller

## **F06 Local Organisations**

F06a Officer report 0517AM08 was received and it was **RESOLVED** that the Council appoints following representatives to the organisations listed below and writes advising the organisation to make contact with the representative to appraise them of their schedule of meetings;

Action: Office Administrator

<b><u>Organisation</u></b>	<b><u>Representative</u></b>
<i>Abbey Museum Trust</i>	<i>Proctor</i>
<i>Arts Centre</i>	<i>Taylor</i>
<i>Barton Hill Trust</i>	<i>Kirton</i>
<i>Carnival</i>	<i>Mrs T Moxham</i>
<i>Chamber of Commerce</i>	<i>Proctor</i>
<i>Charitable Trust</i>	<i>Mayor and Deputy Mayor (ex-officio)</i>
<i>Compton Abbas Airfield</i>	<i>Proctor</i>
<i>Cricket Club</i>	<i>Hall</i>
<i>Crime Prevention</i>	<i>Taylor</i>
<i>DAPTC</i>	<i>Mayor and Deputy Mayor</i>
<i>Fairtrade</i>	<i>Loader</i>
<i>Football Club</i>	<i>Brown</i>
<i>HOPE</i>	<i>Lewer</i>
<i>Municipal Almshouse</i>	<i>Cook</i>
<i>NDCAB</i>	<i>Taylor</i>
<i>Neighbourhood Plan</i>	<i>Lead councillor for Neighbourhood Plan (ex-officio)</i>
<i>Open Spaces</i>	<i>Chair/Vice ROSE</i>
<i>SCA (Lindlar Hall)</i>	<i>Taylor</i>
<i>Shaftesbury in Bloom</i>	<i>Hall</i>
<i>Silver Band</i>	<i>Mayor (ex-officio)</i>
<i>Snowdrops</i>	<i>Cook</i>
<i>Swans Trust</i>	<i>Lewer</i>
<i>Tourism Association</i>	<i>Brown</i>
<i>Transport Forum</i>	<i>P&amp;H Committee</i>
<i>Trinity Centre</i>	<i>Mayor (ex-officio)</i>
<i>Town Twinning</i>	<i>Mayor (ex-officio)</i>
<i>Youth Club</i>	<i>Brown</i>

<b><u>Lead area</u></b>	<b><u>Councillor</u></b>
<i>Shaftesbury Domain</i>	<i>Cook</i>
<i>Facilities for the elderly</i>	<i>Austin</i>
<i>Bringing old and new together</i>	<i>Todd</i>
<i>Visitor Experience</i>	<i>Hall</i>
<i>Residents Lifestyle Outdoor</i>	<i>Kirton</i>
<i>Residents Lifestyle Indoor</i>	<i>Loader</i>
<i>Town Landscape and Aesthetics</i>	<i>Brown</i>
<i>Asset Acquisition</i>	<i>Taylor</i>
<i>Asset Management</i>	<i>Perkins</i>
<i>External Engagement</i>	<i>Proctor</i>
<i>Internal Engagement</i>	<i>Jackson</i>
<i>Neighbourhood Plan</i>	<i>Lewer</i>

**F07 Cattle market**

- F07a Officer report 0518AM7 was received and the following was **RESOLVED**;  
 F07b To allocate up to £10,000 for relevant legal expert advice Councillors Cook, Lewer and Taylor to work with the Town Clerk to provide clarity on the complex historic, legal and procedural factors of this issue to support the public's desired outcomes and present solutions to the District Council and its successors.

Action: Clerk, Cllrs Cook, Lewer, Taylor

- F07c To begin a Public engagement process, to include open consultation days and a public meeting in order to establish public opinion as to what should happen with the Cattle Market site.

Action: Clerk

- F07d To require the presence of Shaftesbury's District Councillors, Senior Planning Officers from North Dorset District Council at the public meeting.

Action: Clerk

- F07e To require the Planning officers at North Dorset District to attend the Planning and Highways committee meeting to be held on May 15<sup>th</sup>.

Action: Clerk

**F08 Payments**

- F08a Officer report 0518AM8 was received and it was **RESOLVED** to approve the payments from the Town Council's current account totalling £13,672.04 and to approve the payment of £2450 to the Friends of the Rifles War Memorial.

Action: Finance and Services Officer

**F09 Asset Register and Inspection of Deeds**

- F09a Officer report 0518AM9 was received and it was **RESOLVED** to note the Asset register and confirm that the Town Council documents have been inspected and complies with the list of documents for which the Council has custody.

**F10 Annual Subscriptions**

- F10a Officer report 0518AM10 was received and the following subscriptions were approved;

	2017/18	2018/19
Dorset Association of Parish and Town Councils (DAPTC)	£1,205	£1230
Society of Local Council Clerks (SLCC)	£305	£308
National Association of Allotments	£70	£70
*Dorset Community Association		
	£1580	£1608

- F10b It was **RESOLVED** to add to the annual subscription list the payment to Shaftesbury Chamber of Commerce of £40 per annum.

Action: Finance and Services Officer

### F11 Bank Signatures

- F11a Officer report 0518AM11 was received and the following bank signatories and reconciliation rota were **RESOLVED** for 2018/19;

<u>Bank &amp; P. Cash</u> <u>Reconciliation</u>	<u>Cllr</u>	<u>Bank &amp; P. Cash</u> <u>Reconciliation</u>	<u>Cllr</u>
<i>May</i>	Austin	<i>November</i>	Lewer
<i>June</i>	Brown	<i>December</i>	Loader
<i>July</i>	Cook	<i>January</i>	Perkins
<i>August</i>	Hall	<i>February</i>	Proctor
<i>September</i>	Jackson	<i>March</i>	Taylor
<i>October</i>	Kirton	<i>April</i>	Todd

### F12 Members Allowances / Expenses and Attendance

- F12a Officer report 0518AM12 was received and noted.

### F13 Town Hall Keyholders

- F13a Officer report 0518AM13 was received and it was **RESOLVED** to appoint the following Key holders for 2018/2019;

Mr Mike Wakely  
Councillor Proctor  
Councillor Taylor  
Councillor Cook  
Councillor Lewer

### F14 Reports

- F14a Officer report 0518AM14 was received and noted, the Town Clerk read a report provided by District and County Councillor Beer which covered; local government reorganisation, North Dorset District Councils new office, taxi licence policy, the Cattle Market in Shaftesbury and Councillor responsibilities.

There being no further business, the meeting was closed at 8.50pm.

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Signed

Date