



Shaftesbury Town Council

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To: Members of Shaftesbury Town Council's Full Council (FC), Councillors Austin, Brown (Chair), Cook, Hall, Jackson, Kirton, Lewer, Loader, Perkins, Proctor, Taylor (Vice-Chair), Todd. All other recipients for information only.

You are summoned to a meeting of the Full Council for the transaction of the business shown on the agenda below.

To be held at 7.00pm on Tuesday 27 November 2018 in the Council Chamber, Shaftesbury Town Hall

Claire Commons, Town Clerk

Members are reminded of their duty under the Code of Conduct

Public Participation

The Chairman will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.

Members of the public and Councillors are entitled to make audio or visual recordings of the meeting provided it does not cause disruption or impede the transaction of business. Out of courtesy to those present, the Council requests that intention to record proceedings is brought to the Chairman's attention prior to the start of the meeting.

Agenda

- | | | |
|----------|---|-----------|
| 1 | APOLOGIES | 3 |
| | To receive and consider for acceptance, apologies for absence | |
| 2 | DECLARATIONS OF INTEREST | 3 |
| | Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct 2012. The Clerk will report any dispensation requests received. | |
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| | To receive community consultation results, scrutinise the project proposal and consider the associated financial impact of submitting a bid for the Bell Street Supermarket.
To consider submitting a bid for the Bell Street Supermarket. | |
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| | To consider buying The Wilderness | |

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(End)

Administration for a meeting of the Full Council
To be held at 7.00pm on Tuesday 27 November 2018 in the Council Chamber,
Shaftesbury Town Hall

1 Apologies

To receive and consider for acceptance, apologies for absence

The Council (including committees) should approve (or not) the reason for apologies given by absent councillors. If a council member has not attended a meeting of the council (or its committees) or has not tendered apologies which have been accepted by the council (or committee), for six consecutive months, they are disqualified.

1.1 Apologies received to date

1.1.1 .

STRATEGIC PLAN AREA: INTERNAL ENGAGEMENT, MARK JACKSON

2 Declarations of Interest

Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct 2012. The Clerk will report any dispensation requests received.

2.1 Declarations of Interest or dispensations received to date

2.1.1 There have been no declarations received at the point of papers being issued.

STRATEGIC PLAN AREA: INTERNAL ENGAGEMENT, MARK JACKSON

3 Minutes

To confirm as a correct record, the minutes of the previous meeting of the Full Council.

3.1 Background

3.1.1 When the meeting is approving the draft minutes of a previous meeting as an accurate record, the only issue for the meeting is whether the minutes accurately record the proceedings of the meeting and the resolutions made at them. It is irrelevant if the chairman or other councillors were not present at the meeting to which the draft minutes relate.

3.1.2 If it is necessary for the draft minutes of the previous meeting to be corrected because of an inaccuracy in them, then the amendments to the draft minutes must be approved by resolution. (Tharmarajah, 2013, p. 154)

3.2 Minutes to be adopted

3.2.1 6th November 2018, see appendix A

STRATEGIC PLAN AREA: INTERNAL ENGAGEMENT, MARK JACKSON



SHAFTESBURY TOWN COUNCIL

Extraordinary Full Council

Minutes of the Extraordinary Full Council held in the Council Chamber, Town Hall, High Street, Shaftesbury Dorset SP7 8LY on Tuesday, 06 November 2018 commencing at 7pm.

Members Present

Councillor Brown (Chair)	Councillor Loader
Councillor Taylor (Vice Chair)	Councillor Kirton
Councillor Proctor	Councillor Lewer

Absent:

Councillors Jackson, Todd, Austin, Hall, Perkins and Cook

Officers Present:

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

In Attendance:

2 members of the press
17 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;

- Suggestions were expressed for Project Belle.
- Comments were made regarding planning applications and Land Transfers
- Concerns were expressed regarding the Littledown development.

F84 Apologies

F84a Apologies were received and accepted from Councillors Jackson and Hall due to work commitments and Councillors Austin, Cook and Todd due to personal commitments. Councillor Perkins was absent.

F85 Declarations of Interest and Dispensations

F85a All members were invited to declare any interests throughout the meeting if the need arose. Zoe Moxham declared an interest in Item 4 as a resident of the Little down area. Councillor Brown declared an interest in item 7, Land Transfers as a member of North Dorset District Council.

F86 **Minutes**

F86a It was **RESOLVED** to approve the minutes of the meeting held on Tuesday, 02 October 2018 and the minutes were duly signed.

F87 **Planning Applications**

Officer report 1118FC4 was received it was **RESOLVED** to submit the following comments:

F87a 2/2018/1204/LBC 30A St James Street Shaftesbury SP7 8HE.
No Objection to overall plans with the exception of the flue/vent which is out of keeping with the building design and likely to cause damage to a listed building, it was suggested that the existing flue is used instead. Concern was also expressed that the paint removal system would cause damage to the stonework and it was requested that this concerned was referred to a conservation officer.

F87b 2/2018/1250/ADV Land At E 386668 N 124209 Little down Shaftesbury Dorset.
Objection as design is not in keeping. See comments for application 2/2018/1418/REM.

F87c 2/2018/1249/FUL Land At E 386668 N 124209 Littledown Shaftesbury Dorset.
Objection as design is not in keeping. See comments for application 2/2018/1418/REM.

F87d 2/2018/1418/REM Land At E 386668 N 124209 Littledown Shaftesbury Dorset.
Objection for the following reasons:

- The plans do not fit in with the new National Planning Polices regarding well designed places. Section 12. 127. C (page 38) The design should in keeping with local area and sympathetic to local architecture, particularly as it is a 'gateway' to Dorset and Shaftesbury.
- The plans do not fit in with the new National Planning Policies regarding Low-Carbon developments. Section 2. 8. C (page 5) Consideration should given to the AONB objectives for dark night skies as the majority of this development is designated as AONB Land. Consideration should also be given to the orientation of the buildings, allowing for solar panels to be installed which will also help meet the low carbon policy.
- The green area along the frontage with the A350 needs to have a wider strip with tree/hedge planting and a sound barrier bund. NPPF Section 15. 170. E (Page 49)
- The drainage pond design needs to be investigated to ensure it is in keeping and an adds to the overall design of the development.

Consideration should be given in particular to the banks, a 1 in 4 slope is too steep for comfortable standing and more gentle slopes are generally safer in a public place.

- The Affordable/Social housing should be distributed equally throughout the development NPPF Section 5.62.B (Page 17) and Section 8.91.A (Page 27)
- The plan to build 3 blocks of three storey Flats does not align with the NPPF – 11.118.E 'consistent with the prevailing height and form of neighbouring properties and the overall street scene' The current plan has all three flat blocks bordering existing properties which will result in loss of light, overlooking, increase in noise for current and long term residents.
- Due to the increase of residents in the area safe route needs to be ensured to reach local amenities. A Pedestrian crossing should be installed for safe passage cross the A350 and Cycle routes should be included in the plans. - NPPF Sections 2.8.B (Page 5) 8.91.A,B,C (Page 27) 9.108.B (Page 32)

F87e It was **AGREED** that a meeting would be arranged for three Councillors to meet with North Dorset Planning Officers to discuss planning conditions and S.106 funds for the Little down Development and the Cattle Market Site.

Action: Town Clerk

F87f 2/2018/1350/COU 1 Bimport Shaftesbury Dorset SP7 8AT
Support

2/2018/1351/LBC1 Bimport Shaftesbury Dorset SP7 8AT
Support

F87g 2/2018/1346/HOUSE. 22 Crookhays Shaftesbury SP7 8DX
No Objection

F87h 2/2018/1115/HOUSE 5 Sally Kings Lane Shaftesbury SP7 8LS
No Objection subject to sympathetic materials being used.

F87i 2/2018/1113/LBC 5 Sally Kings Lane Shaftesbury SP7 8LS
No Objection.

Action: Office Administrator

F88 **Economic Development Advisory Committee**

Officer report 1118FC5 was received and the following was **RESOLVED**:

- F88a That the Terms of Reference for the Advisory Committee are adopted subject to changing 9.1 to read 'The Advisory Committee will meet no less than once a quarter although sub groups may meet more frequently as necessary'.
- F88b That the members of the Advisory Committee are approved as per section 2 membership within the Terms of reference
- F89 **Project Belle (Bell Street Supermarket)**
Officer report 1118FC6 was received and the following was **RESOLVED**;
- F89a To resolve to create a bid to purchase the ex-supermarket in Bell Street.
- F89b To resolve to carry out a community consultation exercise as part of the funding/ finance application process.
- F90 **Land Transfers**
Officer report 1118FC6 was received and the following was **RESOLVED**;
- F90a To request for transfer of Armoury Yard (including garages) at no financial cost to The Council and to prepare a business case for the ongoing maintenance.
- F90b To undertake research on the Coppice Street land adjacent to Tesco with a view to making a request for transfer.
- F90c To undertake research, including surveys on all areas on the Eastern Development Open Spaces and SUDS with a view to requesting transfer.
- F90d To consult with a Solicitor on the legal ownership of St James Allotments with a view to registering it with Land Registry.
- F91 **Litterbins**
- F91a Officer report 1118FC6 was received and it was **RESOLVED** to delegate authority to the Town Clerk and Business Manager in consultation with Councillor Hall to spend up to £7000 from Street Furniture budget for the purchase of 10 cast iron branded litter bins.

There being no further business, the meeting was closed at 9.05 pm

Signed

Date

Report 1118FC4 to a meeting of the Full Council
To be held at 7.00pm on Tuesday 27 November 2018 in the Council Chamber,
Shaftesbury Town Hall

4 Payments

To consider payments for authorisation

4.1 Summary

- 4.1.1 A list of payments is appended to this report, an updated list may be provided to the Council prior to or at the meeting.
- 4.1.2 A bank, cash and investment reconciliation will be provided detailing the current position following payments identified.

4.2 Financial Implication

- 4.2.1 The RFO is required to prepare a schedule of payments requiring authorisation to be presented to the council or finance committee. Personal payments (including wages, expenses and any payment made in relation to the termination of contract of employment) may be summarised to remove public access to any personal information. (Shaftesbury Town Council, 2017)

4.3 Legal Implication

- 4.3.1 Every local council and parish meeting must ensure that it has a sound system of internal control which facilitates the effective exercise of its functions and the achievement of its aims and objectives. The Council must likewise ensure that its financial, operationsla and risk management is effective. (Cleydon, 2016, p. 178) (Accounts and Audit Regulations, 2015)

4.4 Risk

- 4.4.1 Risk of improper expenditure is mitigated through the Council's adopted financial regulations and oversight of financial management by the Council as a corporate body.

4.5 Recommendation

- 4.5.1 That the Council approves the payments

STRATEGIC PLAN AREA: INTERNAL ENGAGEMENT, MARK JACKSON

(End)

Report Author:
Claire Commons, Town Clerk

Appendix B. Payments

Printed on : 22/11/2018

Shaftesbury Town Council

Page No 1

At : 11:36

NatWest Current A/c

List of Payments made between 26/10/2018 and 29/11/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
29/10/2018	British Telecommunications	DD	88.56		Line Rental 852790
29/10/2018	Plusnet Ltd	dd	29.32		Purchase Ledger Payment
29/10/2018	Easy EPC	DebitCard	234.00		EPC Certificate Football Club
29/10/2018	Nat West Credit Card	Creditcard	134.86		Credit Card Payment
31/10/2018	British Telecommunications	directd	88.56		Line Rental
31/10/2018	Telefonica Uk Ltd	DirectDebi	72.94		Grounds Mobiles
31/10/2018	October Salaries	ONLINE	12,881.25		October Salaries
01/11/2018	Cambridge & Counties Bank	013169	125,759.00		Cambridge & Counties Bank new
01/11/2018	Eon	dd	154.01		Electric pool
01/11/2018	Eon	dd	154.01		Purchase Ledger Payment
01/11/2018	NDDC	Std Ord	214.00		Business Rates- Bell St Toilet
01/11/2018	NDDC	Std Ord	696.00		Rates Town Hall
01/11/2018	NDDC	Std Ord	278.00		Rates Unit 9C
01/11/2018	NDDC	Std Ord	46.00		Rates Cemetery
05/11/2018	Salt & Grit Solutions	bac	210.00		Purchase Ledger Payment
07/11/2018	British Telecommunications	dd	103.44		Broadband Line
09/11/2018	Shaftesbury Team Ministry	online608	65.00		Ref Poachers Moon WW1 event
11/11/2018	Hitachi Capital	Std Ord	849.20		Hitachi Capital
12/11/2018	RBL Poppy Appeal	013174	100.00		RBL Poppy Appeal
12/11/2018	DCC Enviro Team	ONLINE609	80.00		Habitat Survey Bowling Club
12/11/2018	HMRC	DD	2,011.65		VAT
13/11/2018	Petty Cash	013175	146.05		Petty Cash
13/11/2018	DCC Pension Fund	ONLINE	4,217.29		Pension October Salaries
13/11/2018	Spruce Pools	online610	198.00		repairs to tiles
13/11/2018	Ellis Jones	online611	432.00		Ref Judicial Review
13/11/2018	Dorset Planning Consultant Ltd	online612	2,399.04		Purchase Ledger Payment
13/11/2018	British Gas	Online613	132.23		Electric
13/11/2018	HMRC	OLT	4,382.74		Tax/NI Oct
13/11/2018	Fuel Genie	dd	349.17		Fuel October
16/11/2018	Sage Uk Ltd	DD	80.40		Purchase Ledger Payment
19/11/2018	Crown Gas & Power (Easy Utiliti	DD.	133.34		Gas Town Hall
21/11/2018	Rochfords Garden Machinery	online614	1,406.00		Strimmers,Chainsaw,HedgeCutter
22/11/2018	Peninsula	Std Ord	210.50		Health & Safety Advisers
29/11/2018	Wincombe MOT & Repair Centre L	o/635	928.75		Fault with DPF unit, Filters
29/11/2018	Evolution Skatepark	online615	11,886.00		New Fun Box Skate Park
29/11/2018	Ryan Baker	online616	30.89		Final adverts for pool closing
29/11/2018	The IT Department Solutions Lt	online617	187.08		Monthly Support
29/11/2018	Lyreco	online618	273.42		Stamps
29/11/2018	Aqua cleaning Services	online619	40.51		Toilet rolls, bleach
29/11/2018	Angel Springs Ltd	online620	30.88		water cooler sanitisation
29/11/2018	Clarity Copiers Ltd	online621	65.30		Printing Oct
29/11/2018	Andy Dodd	online622	23.40		Travel ROSE/SIB Awards
29/11/2018	Andrew Flitcroft	online623	81.45		Travel for Chainsaw/felling co
29/11/2018	Firmsites Ltd	online624	165.00		Quarterly support
29/11/2018	JP Lennard Ltd	online625	19.20		Float
29/11/2018	Ben Johnson (Shaftesbury) Ltd	online626	119.35		Pri Par for Chain Saw
29/11/2018	Imprint Graphics	online627	302.40		A0 Dry wipe posters

Continued on Page 2

List of Payments made between 26/10/2018 and 29/11/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
29/11/2018	Mole Countrystores	online628	299.85		Gate ,hook, bolts
29/11/2018	Octopus Personnel	online629	84.38		Toilet Cleaning
29/11/2018	Overton Ltd	online630	92.34		New brush head for weedwacker
29/11/2018	Zoe Moxham	online631	27.00		Travel to Dorchester
29/11/2018	Tracy Moxham	online632	21.60		Travel expenses
29/11/2018	Screwfix (Trade UK)	online634	119.95		Post Hole Digger
29/11/2018	Whitebridge Hire Services Ltd	online636	42.00		Respirators, safety specs
29/11/2018	Whitebridge Hire Services Ltd	online637	75.49		Grinding Disc
Total Payments			<u>173,252.80</u>		

List of Payments made between 17/09/2018 and 01/11/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
15/10/2018	Nat West	CREDITCARD	32.00		Credit Card Ann. Fee
29/10/2018	Amazon Online Sales	credir car	33.84		Ultra Spin Mop
29/10/2018	Adobe Systems Software	credit car	8.32		Photoshot monthly subs
29/10/2018	Face Book Ads	Creditcard	11.00		Facebook ad for Coffee Morning
29/10/2018	Peeks of Bournemouth	creditcard	49.70		WW1 Display material
Total Payments			<u>134.86</u>		

Appendix C. Bank, cash and investment reconciliation

Shaftesbury Town Council		
Bank - Cash and Investment Reconciliation as at 1 November 2018		
	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	NatWest Current A/c	731,455.43
2	NatWest Reserve a/c	0.00
3	Nat West Credit Card	0.00
4	Cash in Hand	3.95
5	Petty Cash -Swimming Pool	158.36
7	Public Sector Deposit A/c	39,502.00
		771,119.74
<u>Other Bank & Cash Balances</u>		
	Bank Suspense	0.00
		0.00
		771,119.74
<u>Unpresented Payments</u>		
1	25/06/2018 Std Ord	287.00
1	31/03/2018 013145	2,450.00
		2,737.00
		768,382.74
<u>Receipts not on Bank Statement</u>		
1	31/10/2018	714.00
1	31/10/2018	2,168.38
		2,882.38
		771,265.12
<u>Closing Balance</u>		
<u>All Cash & Bank Accounts</u>		
	NatWest Current A/c	571,642.44
	NatWest Reserve A/c	0.00
	Bank Of Ireland Reserve A/c	0.00
	Petty Cash	150.00
	Petty Cash- Swimming Pool	158.36
	Local Authorities PropertyFund	0.00
	Public Sector Deposit A/c	39,502.00
	Cambridge & Counties Bank	125,759.00
	Other Bank & Cash Balances	0.00
	Total Bank & Cash Balances	737,211.80

Report 1118FC5 to a meeting of the Full Council
To be held at 7.00pm on Tuesday 27 November 2018 in the Council Chamber,
Shaftesbury Town Hall

5 Project Belle

To receive community consultation results, scrutinise the project proposal and consider the associated financial impact of submitting a bid for the Bell Street Supermarket.

To consider submitting a bid for the Bell Street Supermarket.

5.1 Summary

- 5.1.1 At its meeting on 6th November 2018, the Council resolved to create a bid to purchase the ex-supermarket in Bell Street and to carry out a community consultation exercise as part of the funding/ finance application process.
- 5.1.2 The Economic Development Advisory Committee identified the need to work with various technical partners to conduct a high-level feasibility study (valuation, architect, economic development consultant) in advance of the bid proposal options being presented to full council for a decision to be made to purchase the building.
- 5.1.3 The bid considers all major aspects within the feasibility study. The study consists of recommendations from several technical partners (including valuation agent, architect, asbestos surveyor, economic development consultant).
- 5.1.4 The Managing Agents, GVA are marketing the property with an expectation that bids need to be presented by the end of November

5.2 Financial Implication

- 5.2.1 A summary of 3 bid options to consider is provided as a confidential paper.
- 5.2.2 Appendix D, PESTLE document, provides the Economic and Technical implications, benefits, options, risk and mitigation
- 5.2.3 6 options need to be considered in terms of value of the bid and subsequent GWL borrowing for the purchase of the building. Members are referred to the loan repayment schedule included in confidential papers;
Annuity: Half yearly payments where each payment is consistent amount inclusive of principal and interest
Equal instalments of principal (EAP): Half yearly payments where each payment consists of a constant instalment of principal plus a diminishing amount of interest.
- 5.2.4 Further consideration needs to be undertaken to understand the post construction costs (Section D) potential schemes (section G) indicative capital values (section H) and potential income values (section K) – (the summary is included within the confidential papers)
- 5.2.5 If successful with the building acquisition the post purchase costs and the start-up costs need to be understood (2 values to consider based on 2 options demolish/ rebuild and part demolish – finance for construction) Section A and Section B. These costs could be recovered as the project develops and the CIO/ CBS generates profit (the summary is included within the confidential papers)

5.3 Legal Implication

- 5.3.1 Appendix D PESTLE provides the legal implications, benefits, options risk and mitigation.
- 5.3.2 A parish council may acquire by agreement any land, whether situated inside or outside its area. (Local Government Act, 1972 s.124)

5.4 Risk

- 5.4.1 Refer to the PESTLE document – Economic, Technical and Legal and Environmental implications/ benefits, options, risk and mitigation
- 5.4.2 Asbestos consideration may be a condition of the offer and the ‘polluter’ to pay costs

5.5 Recommendation

- 5.5.1 That the public and press be excluded from this item as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted (Public Bodies (Admission to Meetings Act, 1960 s1), that being the discussion is likely to contain information relating terms of negotiations.
- 5.5.2 To consider placing a bid for the purchase of the freehold of the redundant Bell Street Supermarket
- 5.5.3 To resolve to seek the approval of the Secretary of State for Housing, Communities and Local Government to apply for a PWLB loan to be specified up to number of years to be specified for the purchase of the Bell Street redundant supermarket. The annual loan repayments to be recorded in the minutes
- 5.5.4 To consider resolving to seek the approval of the Secretary of State for Housing, Communities and Local Government to apply for a PWLB loan to support the redevelopment costs associated with the purchase of the building. The annual loan repayments to be recorded in the minutes

STRATEGIC PLAN AREA: ASSET ACQUISITION, LESTER TAYLOR

STRATEGIC PLAN AREA: TOWN LANDSCAPE & AESTHETICS, PIERS BROWN

(End)

Report Author:
Claire Commons, Town Clerk

PESTLE ANALYSYS

The purpose of a PESTLE analysis is to consider the various aspects of a project proposal, set out the implications, options, benefits and risks. It is similar to a SWOT (strengths, weaknesses, opportunities and threats) but takes into account political and social aspects as well. Project Belle has a very short timescale during which to gather detailed information. Professional advice has been sought to provide an initial informed position based on some assumptions. At this stage it is a concept only. Much of the technical detail will be included once there is full access to the property. At this stage the following analysis is high level and is intended purely as a guide in order to aid discussion on the concept, the requirement for a loan and the opportunity to purchase the freehold. A full business case will be developed once the property purchase is secured.

Consideration	Implications/Benefits	Options	Risk	Mitigation
Summary	<ul style="list-style-type: none"> • Taking a loan • Acquiring the freehold • Taking a proactive enabling role in the creation of an asset for the community of Shaftesbury • Partnership working and community engagement • Improved reputation for STC • Granting a long leasehold interest to a charitable organisation 	<ul style="list-style-type: none"> • Alternative ways of financing the purchase • Alternative uses for the site and building • Alternative options for mix of uses within the building • A strong group of key stakeholders and partners • Creation of a new charitable organisation to manage the project funding and development 	<ul style="list-style-type: none"> • Being outbid by a private sector developer • Unable to cover loan repayments so incurring cost to STC • Project Belle unable to proceed • Unable to find occupiers 	<ul style="list-style-type: none"> • Submit a best offer • STC can subsidise the project or recover the repayments in the rent • The asset can be used for an alternative purpose • Allow for initial voids, but interest already received and pre-let space where possible

<p>Political</p>	<ul style="list-style-type: none"> • A proactive stance from Shaftesbury Town Council will enhance its reputation • Project Belle Links in with the emerging Neighbourhood Plan and the roles of VEAC, EDAC • There is strong reflection of the requirements of the planning authority and The Local Plan • It is an opportunity to create a flagship project for Shaftesbury and create a sense of civic pride • This project will be an excellent example of genuine partnership working • It will improve the relationships between the community and STC by working closely together for mutual benefit • The STC has the opportunity to demonstrate its enabling role and grant a long leasehold interest the community led organisation • The STC would be represented on the Board of Trustees • A Members decision is needed to agree to put forward a realistic bid to acquire the freehold interest in the property • The effect on the precept should be minimal or zero 	<ul style="list-style-type: none"> • Support Project Belle to deliver this project for Shaftesbury • Work in partnership with the key stakeholders in the town and the community • If reserves are used there would be no effect on the precept • Income from the occupied building can be used to offset loan repayments in future years 	<ul style="list-style-type: none"> • The political risks associated with supporting/enabling Project Belle are minimal • The public are now aware of the project and so the risk of deciding not to enable it to proceed the may have a negative effect on the reputation of STC 	<ul style="list-style-type: none"> • Relationship management • Good clear and regular communication between stakeholders, partners and the community
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	<ul style="list-style-type: none"> STC will be seen to be responding to community consultation 			
Consideration	Implications/Benefits	Options	Risk	Mitigation
Economic	<ul style="list-style-type: none"> STC has the ability to raise finance at a financially advantageous interest rate from public sources STC has the option of raising finance or using reserves to fund the project to reduce the amount of borrowing The Town Council would own the freehold of the asset A share issue through a Community Benefit Society would raise private sector funds towards the project renovation and a long leasehold interest would be needed for this There is a potential income from the Community Benefit Society or Charitable Incorporated Organisation which may offset the interest on a loan Regeneration of an area of the town to balance the retail offer Refurbishment and upgrading of a redundant building on the edge of town There is an opportunity to allocate S106 Developer Contributions to the project 	<ul style="list-style-type: none"> Resolve to purchase the freehold Resolve to take a Government Works Loan of an appropriate amount Resolve to use reserves to purchase the freehold Resolve not to take a loan Resolve not to fund the purchase STC has the option of charging a rent or letting at a peppercorn, either in the short term or for the term of the lease (see diagram) If the enabling role is taken the project will be able to reach financial viability sooner and generate surpluses to the community sooner 	<ul style="list-style-type: none"> The project is not realised Interest repayable for a period of 50 or 25 years The reserves are depleted for other projects Loss of confidence in STC to be proactive and positive Income will not be available whilst the project is in the development phase It may take a while before the building is fully occupied so voids should be allowed for 	<ul style="list-style-type: none"> STC will have acquired a saleable asset There is development potential for other uses (e.g. additional car parking) STC has the option of passing on the interest repayments in the rent to the charitable organisation Interest has already been shown in some of the space and pre-lets may be possible to secure anchor tenants
Consideration	Implications/Benefits	Options	Risk	Mitigation

Social	<ul style="list-style-type: none"> • The building will become an asset safeguarded for community benefit through an asset lock • An opportunity for direct community engagement and ownership of the project, through a share issue • Working across the community not just a select few • Respond to the community consultation which indicates demand for another retail unit at this end of the town, a gym and other leisure facilities, small areas of workspace and small units of affordable housing 	<ul style="list-style-type: none"> • Grant a long leasehold interest to a community benefit society, and/or a charitable incorporated organisation with representation from key community partners and stakeholders • Opportunities for local people to buy shares • Surplus funds can be used to reinvest in community projects once the project is commercially viable and covers its costs • Space may be provided for local businesses and social enterprises at affordable rents • The mix of uses and occupiers will be determined through local consultation and demand • Volunteers with appropriate skills can offer time and expertise both during the development and then in the ongoing management and use of the asset 	<ul style="list-style-type: none"> • Different views and opinions about the nature of the final project • Lack of community interest or engagement • Lack of take up of the share offer • Insufficient funds to create surpluses for reinvestment • Insufficient take up from occupiers 	<ul style="list-style-type: none"> • A common aim and objectives • Good communication and transparency • Direct engagement and investment from businesses and individuals from Shaftesbury • Viability and sustainability of the project needs to be established before surpluses are sought for other projects • It will take time whilst the development phase takes place to attract occupiers and shareholders • A period of subsidy will assist the project in becoming viable sooner • Volunteer engagement will also help to keep costs to the minimum
Consideration	Implications/Benefits	Options	Risk	Mitigation

<p>Legal</p>	<ul style="list-style-type: none"> • A legally binding offer needs to be submitted to the agents by the end of November 2018 • A date for completion of the purchase will need to be agreed • Once the freehold is acquired a long leasehold interest will need to be granted to a charitable organisation to enable a share issue and bids for grant funding • STC may be represented on the Board of Trustees of the charitable organisation, but public sector representation should not exceed 19% to comply with Charity Commission rules • The leasehold interest may need to be opened up to tender 	<ul style="list-style-type: none"> • Submit a bid for the freehold • The bid can be made subject to survey or other conditions • The bid can be made subject to planning • It may be possible to defer the completion until further investigations have been undertaken • The proposed concept and mix of uses is not definitive but mirrors the preference of the planning authority and the results of the community consultation 	<ul style="list-style-type: none"> • Being outbid by a private sector developer which may not deliver what the community would like • The deposit paid on exchange of contracts would be lost if completion does not take place • Another organisation puts forward a preferred alternative proposal 	<ul style="list-style-type: none"> • As Project Belle has a close fit with planning requirements it may put it in an advantageous bidding position to submit it without a planning condition, as private developers might need to do that • The tender brief needs to reflect the requirements of the planning authority and the results of the community consultations and drafted accordingly
<p>Consideration</p>	<p>Implications/Benefits</p>	<p>Options</p>	<p>Risk</p>	<p>Mitigation</p>
<p>Technical</p> <p>(Many of these aspects will need to be undertaken in</p>	<ul style="list-style-type: none"> • Valuation 	<ul style="list-style-type: none"> • (See attached report) This outlines the estimated value of the finished development, less the costs, to give an indication of the level of bid that STC may consider submitting. The time frame has 	<ul style="list-style-type: none"> • Ultimately the value will be informed by the final mix of uses and occupiers and the level of income derived 	<ul style="list-style-type: none"> • The public sector does not need to make a profit, but should aim to break even after a possibly period of subsidy

<p>detail after the purchase)</p>	<ul style="list-style-type: none"> • Structural Survey • Quantity Surveyor Costings • Planning Permission 	<p>not allowed for a structural survey to be undertaken at this stage</p> <ul style="list-style-type: none"> • Depending on the outcome of a detailed survey, there will be the option of retaining, extending or demolishing and rebuilding the structure • This will determine the cost of the options to either retain, extend, or demolish and rebuild • The nature of the planning permission needed will reflect the outcome of the structural survey and costings and the mix of uses and occupiers determined through consultation 	<ul style="list-style-type: none"> • The costs are in greatly excess of initial estimates, once detailed examination is possible • It is unlikely that planning permission would be reused, but there may need to be negotiations with the planning authority once the options and design are finalised 	<ul style="list-style-type: none"> • The return on the investment is in the community benefit rather than a purely financial profit margin • It is unlikely that planning permission would not be granted as the project accords closely with the Local Plan
<p>Consideration</p>	<p>Implications/Benefits</p>	<p>Options</p>	<p>Risk</p>	<p>Mitigation</p>
<p>Environmental</p>	<ul style="list-style-type: none"> • Introduce Energy Efficiency into the design • Energy efficiency will reduce the revenue running costs and viability of the project • Adjoining a car park and public transport - sustainable • Improve the appearance • An environmental impact assessment is likely to be required as part of the planning application 	<ul style="list-style-type: none"> • If building is retained and refurbished additional measures may be introduced: better insulation, heating, and solar • If demolished and redeveloped it can be re-orientated on the site to benefit from a solar array/panels 	<ul style="list-style-type: none"> • Additional capital outlay 	<ul style="list-style-type: none"> • Grant funding is available to provide energy efficiency



Project Belle briefing

Thursday 22nd November 2018



Overview of CONCEPT phase

Rationale developed all based around the community working together effectively for the greater good of the town

Stakeholders to date include:

Chair of NP

Chair of VEAC

Chair of Swan's Trust

Chair of Chamber

EDAC

NDDC Planners

NDDC Housing Enabling Team Leader

NDDC S106 Officer

Lead Councillor for Asset acquisition

Lead Councillor for Economic Development

Wessex Community Enterprise

Wessex Community Land Trust

Brimble Lea Valuers

Dorset Growth Hub

NALC Dorset

Matrix Architects

Bemacross Demolition

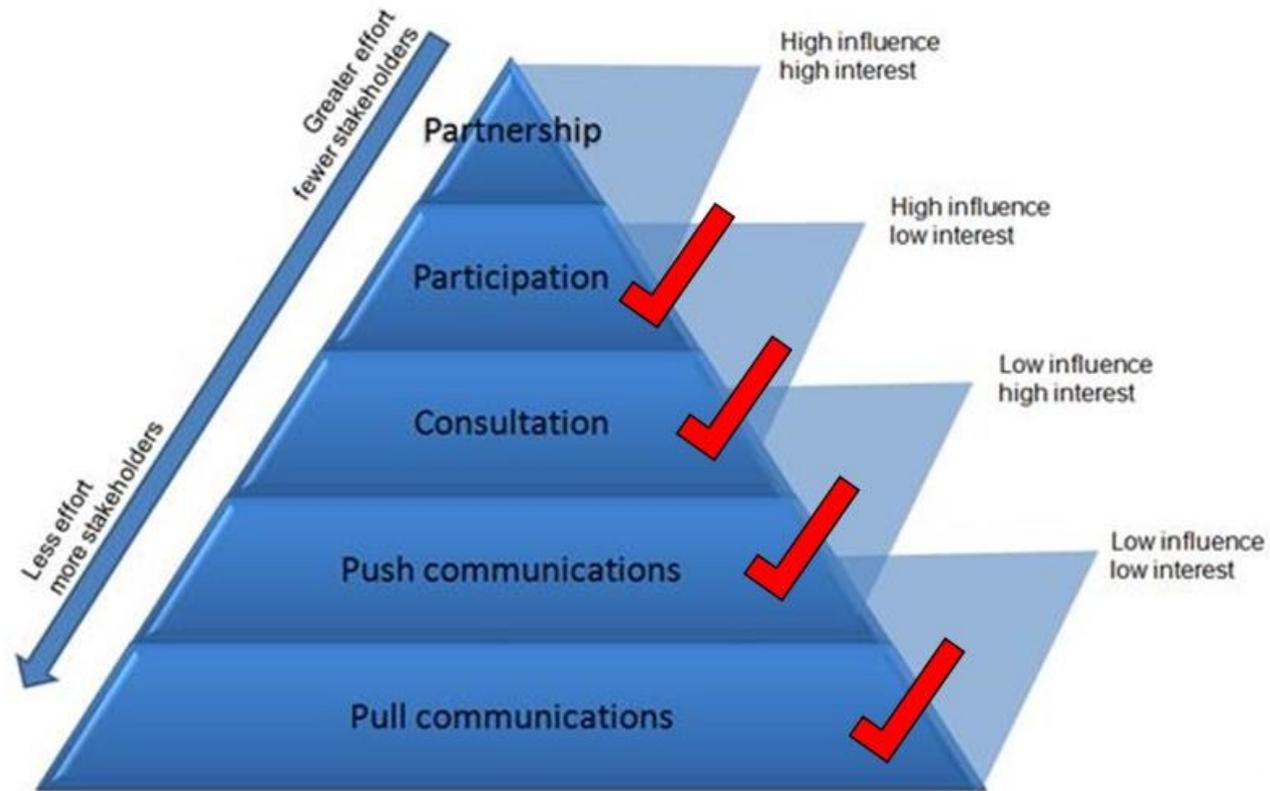
Triodus community bank

National Lottery

GVA Managing Agents



Overview of CONCEPT phase





Ideas to date have been generated based on historic consultation to determine the market value
(what the building is worth post conversion)
to support the bid decision making process

WHEN and IF the bid goes ahead and if successful a second wave of public consultation
will help to shape the future use of the building.

Future use will be based on affordable, realistic and sustainable use and driving an income to offset the costs

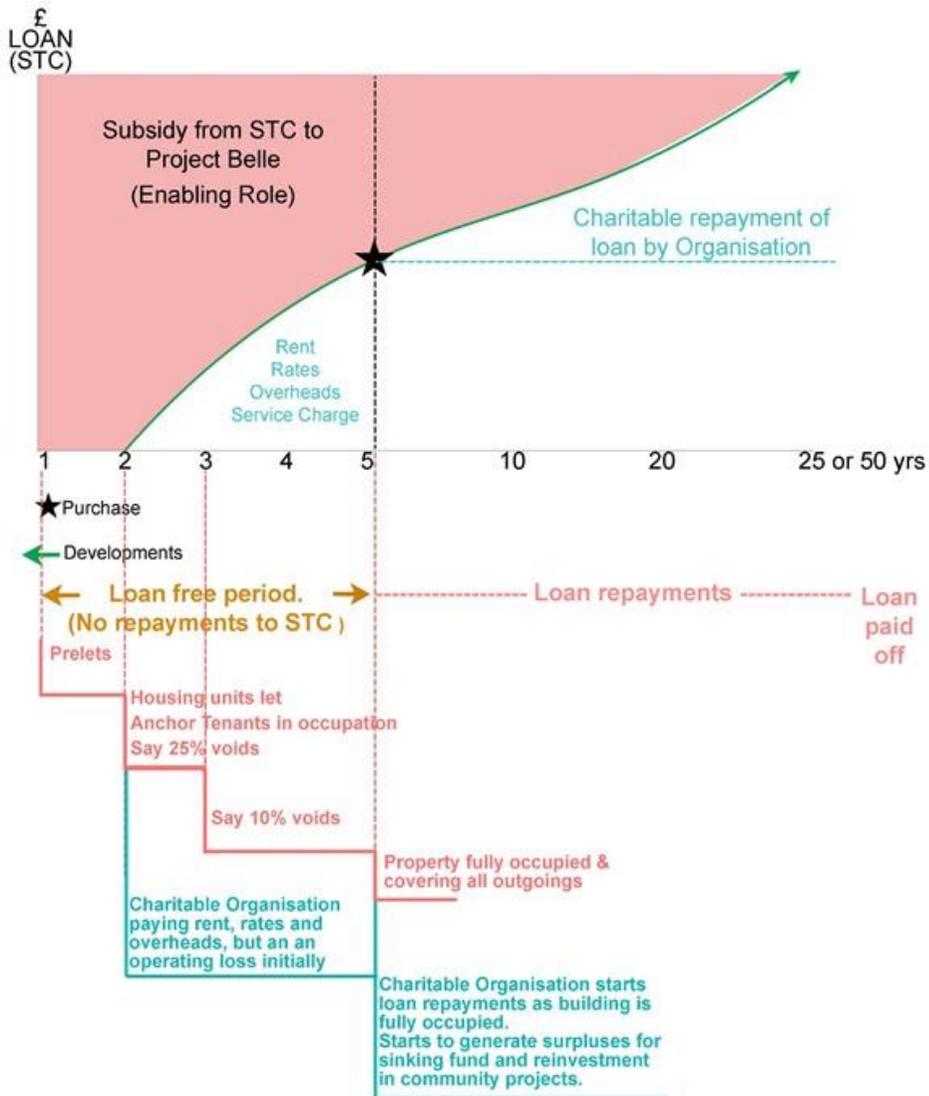
6.0	<p>ALTERNATIVE USES REVIEW AND PROSPECTS</p> <p>HS provided following thoughts on alternative uses:</p> <ul style="list-style-type: none"> - Use class A1 retail – Comparison (non-food) retail OK as permitted development. - Other Permitted Development also allows – A2, A3 (upto150sqm), D2 (up to 200sqm), mixed use (A1 or A2 and 2 flats), C3 (up to 150sqm) - Use classes A2/3/4/5 (Services, Food and Drink) – Least risk if seeking alternative uses (to retail) but limited capacity identified in retail study, HS noted food and beverage uses good for active frontage. - Use class B1 (Office) - HS noted lack of new employment land in Shaftsbury as A30 site opposite Persimmon development not coming forward (Persimmon still own and may push for mixed use development). <u>Possible option for re-use of building but risk in terms of creating active ground floor.</u> - Use class D1 Health/community – support likely although questioned actual need given existing provision. HS noted Gillingham urban extension (2000 units = 1 consulting room so future requirements in Shaftsbury not likely given lack of strategic growth). HS also noted Blackmore Vale partnership has a site near town centre in Shaftsbury (and also Fontwell Magna and Marwell). - <u>Use class D2 Leisure/gym – Possible as need for leisure in retail study.</u> - Use class C2 Residential Care – lack of active frontage creates concern. HS noted Sherborne hotel site example where accepted residential with care as C2 (\$106 for care to be provided). Planning risk at this stage. - Use class C3 Residential – HS noted Churchill retirement building out on car park site. Renaissance retirement also building out, <u>HS noted principle of residential above any use accepted. Resist all on ground floor.</u> - Re-development option – no loss of key asset. Note Scheduled Ancient Monument in Park Walk. HS noted could increase height of building if required as taller in town centre. <u>Potential for additional units on top? Potential to go up to 3 storeys and increase in massing.</u> 	
7.0	<p>POTENTIAL EVIDENCE REQUIREMENTS</p> <p>HS to confirm if requirements (also noting previous report) for marketing period of 12 months in pre-application response.</p> <p>HS confirmed no requirements for specific sustainability / energy provisions – no policy requirement.</p> <p>HS noted heritage statement if extending / demolishing / redevelopment of site but not required for conversion.</p> <p>HS noted ecology unlikely to be required.</p>	HS



Point to note

Pre-app alternative uses review
August 2018





Indicative loan repayment overview

peppercorn rent and/or a longer holiday from loan repayments will generate surpluses sooner.



The purpose of a PESTLE analysis

is to consider the various aspects of a project proposal, set out the implications, options, benefits and risks. It is similar to a SWOT (strengths, weaknesses, opportunities and threats) but takes into account political and social aspects as well.

Project Belle has a very short timescale during which to gather detailed information. Professional advice has been sought to provide an initial informed position based on some assumptions. At this stage it is a **concept only**. Much of the technical detail will be included once there is full access to the property.

At this stage the following analysis is high level and is intended purely as a guide in order to aid discussion on the concept, the requirement for a loan and the opportunity to purchase the freehold. A full business case will be developed once the property purchase is secured.

Refer to separate handout for the PESTLE analysis



Shaftesbury Town Council wants to buy the former Budgens store. **Do you agree with the proposal?**

As yet, no decision has been made on what the property could be used for. There could be multiple uses. It's a large site. It could be divided between leisure, retail space, community facilities, business units and affordable accommodation. There's no guarantee that the bid will be successful. If it is accepted, ALL residents will be asked which use(s) would bring the greatest benefit to our community.

Who is behind the 'Project Belle' plan to buy the site?

Ten residents are advising the Town Council on how to enhance Shaftesbury's economy. The Economic Development Advisory Committee's (EDAC) members are not councillors. They're independent thinkers who call on their business, property development and community experience in making recommendations to Council.

Why did 'EDAC' recommend buying the empty supermarket?

In June, when the Town Council asked for opinions on the cattle market sale, some residents were concerned that the empty store was wasted space and could become an eyesore. We were told how Frome and Sturminster Newton communities had worked together to transform empty spaces and energise their towns. 'Project Belle' is a community-driven response to your feedback.

Who will own and manage the site?

The community. If the Town Council's bid succeeds, a not-for-profit company will oversee the site redevelopment and future management. Shaftesbury's needs, rather than commercial developer interests, will direct this project. When annual running costs are met, surplus income will be retained for community benefit.

How much will this cost?

We can't reveal how much the council intends to bid at this stage. We don't want rival bidders to know! But the Council believes they can buy it without increasing the proportion of Council tax, or precept, that we pay.

Benefits of buying the Bell Street supermarket

- Creating affordable, new retail and business space
- Keeping our Town Centre vibrant
- Local employment
- Offering new business and leisure opportunities
- Locals direct and deliver the project
- Removing an eyesore and creating a great first impression for visitors

If the Council's bid succeeds, we'll ask you how you want the site to be used.

Do you support Shaftesbury Town Council's plan to buy the Bell Street supermarket for the community?

Yes, I support this plan.

No, I don't support this plan.

Indicative results to date



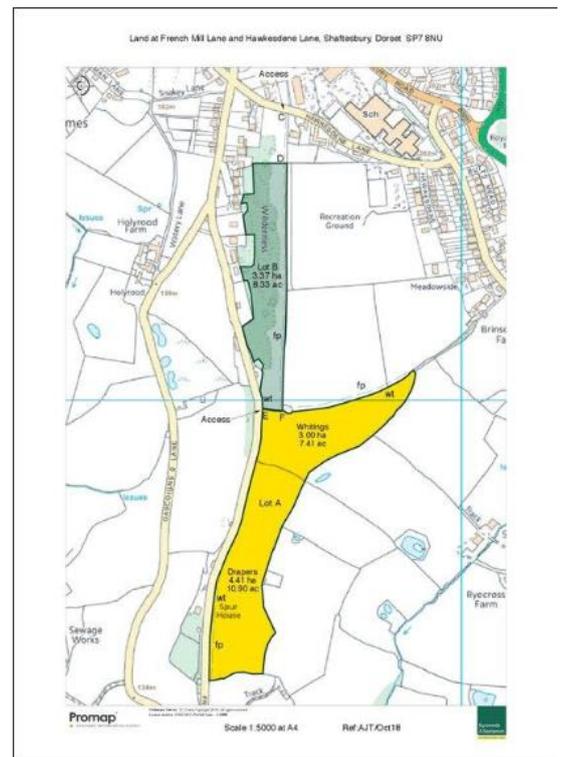
Report 1118FC6 to a meeting of the Full Council
To be held at 7.00pm on Tuesday 27 November 2018 in the Council Chamber,
Shaftesbury Town Hall

6 The Wilderness

To consider buying The Wilderness

6.1 Summary

- 6.1.1 The Recreation, Open Spaces and Environment Committee met on Tuesday 20th November and considered whether to buy The Wilderness. See Report 1118ROSE5 for the supporting papers informing the debate.
- 6.1.2 It was resolved to;
Run a social media campaign to gather public opinion on spending public money on this area.
Recommend to Full Council to make approach to buy before auction.
- 6.1.3 Details of the land and auctions are available
8.3 Acres
<https://www.rightmove.co.uk/commercial-property-for-sale/property-76976393.html>
18.3 Acres
<https://www.rightmove.co.uk/commercial-property-for-sale/property-77068013.html>
- 6.1.4 An interview with This is Alfred is available
<http://thisisalfred.com/countryside/shaftesbury-farmer-selling-land-promises-no-build-clause/>
- 6.1.5 The Council's Grounds team have identified that they have the skills and equipment to manage the area.



(Ordnance Survey, 1811)

- 6.1.8 Further guidance will be provided in confidential session due to commercial sensitivity.

6.2 Financial Implication

- 6.1.6 Public opinion has been sought through a social media campaign via Facebook, twitter and the Council's website. Communication has been sent out to those who have given permission to the council to contact them on relevant matters. The results of this feedback will be reported at the meeting due to the short timescale within which to canvass opinion.

6.1.7 The historic importance of the land was provided at the ROSE meeting, The Wilderness is shown on the Ordnance Survey of 1811.

6.2.1 The land has a guide price of £60,000.

6.2.2 The cost to engage a land agent to act on the Council's behalf will be in the region of £1,000 - £1,250.

6.3 Legal Implication

6.3.1 A local council may by agreement acquire any land in or outside its area. The land may be acquired for any statutory function or simply for the benefit, improvement or development of the area (Local Government Act, 1972 s.124)

6.3.2 The council has a duty to make the best use of its assets in the interests of the local residents / tax payers. This is known as a fiduciary duty. (NALC, 2016)

6.4 Risk

6.4.1 There is a risk that the cost to purchase the land is not proportionate to the benefit provided to the local residents. This is mitigated by gathering public opinion to assess support for the recommendation.

6.5 Recommendation

6.5.1 That the public and press be excluded from this item as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted (Public Bodies (Admission to Meetings Act, 1960 s1), that being the discussion is likely to contain information relating terms of negotiations.

6.5.2 That the Council That the Council scrutinises the recommendation including benefit to the town, appropriate proportionate use of the public purse, cost considerations beyond the purchase price, connection with the Neighbourhood Plan emerging policies.

6.5.3 That the Council delegates authority to the Town Clerk in consultation with the Mayor and Lead Councillor for Asset Acquisition to, via a land agent, enter negotiations with the vendor to purchase the land known as The Wilderness.

6.5.4 That the Council considers whether to delegate authority to conclude the sale or receives the negotiations for determination by the Council at a subsequent meeting.

STRATEGIC PLAN AREA: ASSET ACQUISITION, LESTER TAYLOR

(End)

Report Author:

Claire Commons, Town Clerk