



## SHAFTESBURY TOWN COUNCIL

## General Management Committee

Minutes of the General Management Committee held in the Council Chamber, Town Hall, High Street, Shaftesbury Dorset SP7 8LY on Tuesday 17<sup>th</sup> September 2019 commencing at 7:30pm.

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**Members Present**

Councillor Hollingshead (Chair)  
Councillor Welch

Councillor Chase (Vice Chair)

**Absent:**

Councillors Pritchard, Brown, Hall and Lewer

**Officers Present:**

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

**In Attendance:**

7 members of the public  
Councillor Yeo

### 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.

**Item 5 Planning Application Raspberry Lane** – Concerns for this application were expressed which included; the sensitivity of this site being in a conservation area, potential damage to protected trees on the site and the access to the property being on a narrow lane that is already well used.

Support for this application for expressed including; the sympathetic, attractive design using local materials, the carbon neutral and eco-friendly design of the house and the plan to include habitats to encourage wildlife.

**Enmore Court** – A member of the Civic Society asked if the letter regarding the planning application for building at Enmore Court had been prepared and sent from Shaftesbury Town Council. *The Town Clerk confirmed the letter had been drafted and would be sent off the following day.*

**Item 5 Planning Application 44-46 High Street** – Support was expressed for the sympathetic restoration of this prominent high street building.

**G27 Apologies**

Apologies received from Councillors Lewer and Brown due to personal commitments Councillor Hall expected to arrive late due to work commitments.

**G28 Declarations of Interest**

All members were invited to declare any interests throughout the meeting if the need arose. No such Declarations were made.

**G29 Minutes**

It was **RESOLVED** to approve the minutes of the meeting held on Tuesday, 09 July 2019. They were duly signed.

**G30 Reports for Information**

Officer report 0919GEM4 was received, progress updates and delegated decisions were noted.

**G31 Planning Applications**

Officer report 0919GEM5 was received and the following was **RESOLVED**;

G31a Erect 1 No. dwelling and outbuilding, create new vehicular and pedestrian access and form 2 No. parking spaces.

Land At Raspberry Lane Raspberry Lane Shaftesbury Dorset

Ref. No: 2/2019/1106/FUL – **No Objection on the condition that SFGI2 policy in the draft Neighbourhood Plan is complied with.**

ACTION: OFFICE ADMINISTRATOR

**G32 Order of Business**

It was **RESOLVED** to change the order of the meeting to consider Item 8 Barton Hill next to allow members of the public to leave after the items that interests them.

**19.58 Councillor Hall arrived at this point.**

**G33 Barton Hill**

G33a Officer report 0919GEM8 was received and it was **RESOLVED** That the Committee agrees to the renovation of the Barton Hill grounds unit to provide, under lease agreement, to Shaftesbury community organisations for storage of equipment and event related resources. (Delegated to the Town Clerk all aspects of renovation and Heads of Terms for lease, final lease to be authorised by the Council, management of the lease to be delegated to the Town Clerk. Completion by October 2020. Financial Implication £0 for the first 5 years)

ACTION: TOWN CLERK

**G34 Planning Applications**

Officer report 0919GEM5 was received and the following was **RESOLVED**;

- G34a Change of use of the first and second floors to offices (B1). Create new pedestrian access at rear loading bay and carry out associated internal and external alterations.  
44-46 Unit 1 High Street Shaftesbury SP7 8JG  
Ref. No: 2/2019/1084/LBC  
Ref. No: 2/2019/1083/FUL **Support – For the following reasons;**  
**Economic Benefits – This will have a positive impact on Shaftesbury high street economy.**  
**Heritage – The alterations and refurbishment are in line with the draft Shaftesbury Neighbourhood Plan policies.**  
**Effect on the Appearance of Area – This will improve the look of Shaftesbury high street.**

Councillor Hall Declared interest at this point as a resident of Yeatmans Close.

- G34b Erect 2 No. semi-detached dwellings, 1 No. detached dwelling and create new vehicular access (demolish existing dwelling).  
1 Yeatmans Close Shaftesbury SP7 8LU  
Ref. No: 2/2019/1132/FUL **No Objection**

ACTION: OFFICE ADMINISTRATOR

**G35 Finances – Quarter 1**

Officer report 0919GEM6 was received and it was **RESOLVED** to note the report and note the cleared bank balances.

ACTION: FINANCE AND SERVICES OFFICER

**G36 Payments**

Officer report 0919GEM7 was received and it was **RESOLVED** to approve the payments from the Town Council's current account totalling £7,567.67 as detailed in Appendix A of these minutes.

ACTION: FINANCE AND SERVICES OFFICER

The meeting adjourned at 20.30 and reconvened at 20.35

**G37 Service Level Agreement – BVDTC**

- G37a Officer report 0919GEM9 was received and the following was **RESOLVED**;  
To recommend to Full Council that the request for £8000 for the 2019/20 financial year to BVDTC be approved and to initiate a tender process for organisations promoting tourism in Shaftesbury for future years in consultation with the Visitor Experience Advisory Committee.

ACTION: TOWN CLERK

**G38 Budget**

Officer report 0919GEM10 was received and it was **RESOLVED** that consideration is given to amendments to the budget ahead of the public consultation.

ACTION: TOWN CLERK

There being no further business, the meeting was closed at 21.32pm.

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Signed

Date

## Appendix A. Payments

Date: 16/09/2019		Shaftesbury Town Council		Page 1	
Time: 15:59		NatWest Current A/c			
List of Payments made between 19/09/2019 and 19/09/2019					
<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
19/09/2019	Ryan Baker	oI296	105.33		Facebook adverts August
19/09/2019	Broxap Ltd	oI297	775.20		Purchase Ledger Payment
19/09/2019	Clarity Copiers Ltd	oI298	88.70		Printing August
19/09/2019	EG. Coles	oI299	25.70		Filter
19/09/2019	OCS Group UK	oI300	25.79		Sanitary Bins/Disposal Pool
19/09/2019	Hawes Arborists	oI301	948.00		Tree work Christies Buffer Str
19/09/2019	Hunts Food Service Ltd	oI302	128.20		Refreshments for pool
19/09/2019	Ben Johnson (Shaftesbury) Ltd	oI303	245.05		Spares
19/09/2019	Imprint Graphics	oI304	30.00		A0 Map Print - NHPG
19/09/2019	Laura Langley	oI305	200.00		Aqua Fit instruction Aug & Sep
19/09/2019	Lyreco	oI306	519.25		Stationery , conf. waste bags
19/09/2019	Octopus Personnel	oI307	2,173.20		Temp Grounds/Office staff
19/09/2019	Partnership Fire and Security	oI308	72.00		Download CCTV footage from poo
19/09/2019	Proludic	oI310	1,621.66		Spares for Wincombe Play Area
19/09/2019	Shaftesbury Trailers	oI311	60.00		Weld only, thermostatic housin
19/09/2019	Sturminster Newton Town Council	oI312	190.50		VAT Training x 3
19/09/2019	Travis Perkins	oI313	43.52		Fixings
19/09/2019	Screwfix (Trade UK)	oI314	141.97		Dewalt Drill and drill bits
19/09/2019	Signrite Signs	oI315	93.60		Door Graphics for new van
19/09/2019	Shaftesbury in Bloom	oI316	80.00		Flower Tubs Town Hall
<b>Total Payments</b>			<b>7,567.67</b>		

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