



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 Monday 28th October 2019 commencing at 7:30pm.

Members Present

Councillor Hollingshead (Chair)
Councillor Welch
Councillor Brown

Councillor Chase (Vice Chair)
Councillor Lewer
Councillor Hall

Absent:

Councillors Pritchard

Officers Present:

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

In Attendance:

7 members of the public
1 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.

Climate Emergency – A query was made as to whether any Council members or Officers from Shaftesbury Town Council would be attending the seminars regarding Climate Change organised by Dorset Council.

Budget – It was asked whether the committee tonight would be recommending the budget proposal to increase the precept to £606,177.

Confidential Items – The subject of the confidential papers was queried.

Item 6 Land at St James Planning Application– Concerns for this application were expressed.

7.37 pm Councillor Hall arrived at this point.

Roll out of 5G in Shaftesbury – Concerns were expressed regarding the potential rollout of 5G in Shaftesbury due to health concerns

7.40 pm the meeting commenced at this point.

G39 Apologies

Apologies received and accepted from Councillor Pritchard due to work commitments.

G40 Declarations of Interest

All members were invited to declare any interests throughout the meeting if the need arose. Councillor Hall declared an interest as the Chair of the VEAC committee.

G41 Minutes

It was **RESOLVED** to approve the minutes of the meeting held on Tuesday, 17 September 2019. They were duly signed.

G42 Order of Business

It was **RESOLVED** to change the order of the meeting to consider Item 6 Planning Applications next to allow members of the public to leave after the items that interests them.

G43 Planning Applications

Officer report 1019GEM6 was received and the following was **RESOLVED**;

G43a 2/2019/1236/FUL Erect 1 No. dwelling (demolish existing garage). Land At E 385940 N 122542 St James Street Shaftesbury Dorset

Objection for the following reasons;

This plot is in a conservation area - the proposal is not in keeping with the area and is not enhancing historic environment, character and distinctiveness.

The design is out of character with the area - This area is a high proportion of historic buildings, mainly 18th and 19th vernacular houses and cottages, the designed proposed is completely out of character. (NPPF section 16.185)

Overdevelopment - the site is considered to be too small for the proposed development. (NPPF 11.122)

Parking - concern that the proposed parking allocation of only one space is not sufficient when the national average is above 2. (NPPF 9.102(e))

Sewerage – the proposed site layout conflicts with an existing public sewer which to remedy would require extensive work on a busy road. (NPPF 3.20 b)

Soakaway - there is no room in the development for a soak away this being an issue as the water level there is at floor level due to the ancient springs. (NPPF 15.170(e))

This planning application also does not align with several policies of the Draft Neighbourhood Plan for Shaftesbury;

POLICY SFDH1 - Development will respect and respond to the positive aspects of character associated with the specific area of Shaftesbury where the development is planned, and not repeat (and where possible reduce) the negative issues, as set out in section 5.2.

POLICY SFDH6 - Development should be designed with attention to architectural quality and detailing, reflecting the level of detail typically found in traditional buildings of similar form and function.

As a general principle, proposed building façades should be designed to indicate the importance of each storey through a combination of composition of building elements. There may be increased height for the most prominent floor and the level of architectural detailing used. The scale and design of entrances should be appropriate to the function - commercial properties will be grander in design than individual residential properties.

The design and access statement (if required) should clearly explain the design rationale and how local building traditions and/or sustainability benefits have influenced the design. Windows (including their positioning within their reveals), doors, eaves and ridgelines (including associated gutters and flashing), chimneys and flues should be clearly detailed in the submitted plan and elevations. Where alarm boxes, meter boxes, flues and other paraphernalia are intended to be installed, these should be shown clearly on the plans and care taken to ensure that these do not unduly detract from the building's appearance.

POLICY SFDH7 - Development should use materials that celebrate the area's heritage, are high quality, are appropriate to the building and its setting, and are durable and, where possible, local or recycled.

The committee would also like to reiterate the previous comments made for the last time there was a planning application for this plot, as submitted on 30th May 2019

- G43b 2/2019/1226/FUL Remove and replace existing defective balcony balustrades. Flats 5, 6, 7, 8, 14, 15, 16 And 17 Spillers House 25 Old Boundary Road Shaftesbury SP7 8EP

No Objection

- G43c 2/2019/1343/FUL Change of use to gymnasium, fitness centre and health club (D2) (retrospective). Units 2 To 3 Wessex House Wincombe Lane Shaftesbury Dorset SP7 8PJ

Support for this application as it will have economic benefits for the town and encourage healthy lifestyles.

ACTION: OFFICE ADMINISTRATOR

G44 Actions from last General Management meeting

Officer report 1019GEM4 was received and noted.

G45 Reports for Information

Officer report 1019GEM5 was received and noted.

G46 Wild about Shaftesbury

Officer report 1019GEM7 was received and it was RESOLVED that each applicant is awarded £1,000 to support the respective project. *(Delegated to the Town Clerk all aspects to discharge this decision. Completion by 25th October. Financial implication as per report; £3000 from budget line Reserves and Projects.)*

ACTION: TOWN CLERK

G47 Payments

Officer report 1019GEM8 was received and it was **RESOLVED** to approve the payments from the Town Council's current account totalling £20,977.82 as detailed in Appendix A of these minutes.

ACTION: FINANCE AND SERVICES OFFICER

G48 Bowling Club Lease

Officer report 1019GEM9 was received and the following was **RESOLVED** to receive and note the report.

G49 Budget

G49a Officer report 1019GEM10 was received and it was **RESOLVED** that the Committee recommends its draft budget requirements for 2020/2021 for consideration in preparing the Council's budget and precept request for the next financial year.

G49b That the Committee considers the existing earmarked reserves for conclusion of works, carried forward as a capital replacement sum, virement of funds, additional funds transferred from reserves allocated to new projects linked to the Strategic Plan

G49c It was **AGREED** to provide a 5-year budget forecast to the Council in January 2020.

ACTION: TOWN CLERK

It was **AGREED** at this point to discuss Items 11 and 12 together as the subject matters were similar.

G50 Visitor Experience Advisory Committee Brand Identity Proposal

G50a Officer report 1019GEM11 was received and it was **RESOLVED** to suspend discussing this item until after Item 13.

G51 Visitor experience Advisory Committee Tourism Marketing Tender Proposal

G51a Officer report 1019GEM12 was received and it was **RESOLVED** to suspend discussing this item until after Item 13.

8.32 pm the meeting was adjourned at this point.

G52 Confidential Business

G52a Officer report 1019GEM13 was received and it was **RESOLVED** that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press should be excluded from continued discussion on items 11 Visitor Experience Brand Identity, 12 Visitor Experience Tourism Marketing Tender, 14 Budget Report for Project 1 and 15 Budget Report for Project 2 by reason of the confidential nature of the business to be transacted.

G53 Visitor Experience Advisory Committee Brand Identity Proposal

- G53a Confidential report 1019GEM11 Continuation was received and it was **RESOLVED**; that the Council drafts a specification for uniform Shaftesbury branding subject to budget approval,
- G53b that the Council staff support the redundant sign survey and,
- G53c a full navigational signage proposal is presented to the Council in January 2019
(Delegated to the Business Manager all aspects in the discharge of this decision outlined in the confidential report. Completion of this part of the resolution by 31st January 2020, Financial Implication £5,000 4912 Town branding)

ACTION: BUSINESS MANAGER

G54 Visitor Experience Advisory Committee Tourism Marketing Tender Proposal

- G54a Confidential report 1019GEM12 Continuation was received and it was **RESOLVED** to draw up a Tourism Tender specification as outlined in the confidential report and council representatives will be the lead councillor for Visitor Experience, chair of the VEAC Committee and the Business Manager. *(Delegated to the Town Clerk all aspects in the discharge of this decision outlined in the confidential report. Completion of this part of the resolution not defined, Financial Implications £0)*

ACTION: BUSINESS MANAGER

G55 Budget Report for Project 1

- G55a Confidential report 1019GEM14 was received. The recommendation was not proposed. It was **AGREED** to write to the resident concerned of Armoury Yard expressing regret that the project was not financially sustainable without further information.

ACTION: TOWN CLERK

G56 Budget Report for Project 2

- G56a Confidential report 1019GEM15 was received and it was **RESOLVED** to prepare business case and formally request transfer of land to Shaftesbury Town Council, reconfirming the decision made in July 2018.
- G56b Subject to Dorset Council supporting this asset transfer request, a report would be provided to Shaftesbury Town Council. *(Delegated to the Town Clerk all aspects of this decision outlined in the confidential report. Completion date not defined, Financial Implications £0)*

There being no further business, the meeting was closed at 9.30pm.

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	ol296	105.33		Facebook adverts August
19/09/2019	Broxap Ltd	ol297	775.20		Purchase Ledger Payment
19/09/2019	Clarity Copiers Ltd	ol298	88.70		Printing August
19/09/2019	EG. Coles	ol299	25.70		Filter
19/09/2019	OCS Group UK	ol300	25.79		Sanitary Bins/Disposal Pool
19/09/2019	Hawes Arborists	ol301	948.00		Tree work Christies Buffer Str
19/09/2019	Hunts Food Service Ltd	ol302	128.20		Refreshments for pool
19/09/2019	Ben Johnson (Shaftesbury) Ltd	ol303	245.05		Spares
19/09/2019	Imprint Graphics	ol304	30.00		A0 Map Print - NHPG
19/09/2019	Laura Langley	ol305	200.00		Aqua Fit instruction Aug & Sep
19/09/2019	Lyreco	ol306	519.25		Stationery , conf. waste bags
19/09/2019	Octopus Personnel	ol307	2,173.20		Temp Grounds/Office staff
19/09/2019	Partnership Fire and Security	ol308	72.00		Download CCTV footage from poo
19/09/2019	Proludic	ol310	1,621.66		Spares for Wincombe Play Area
19/09/2019	Shaftesbury Trailers	ol311	60.00		Weld only, thermostatic housin
19/09/2019	Sturminster Newton Town Council	ol312	190.50		VAT Training x 3
19/09/2019	Travis Perkins	ol313	43.52		Fixings
19/09/2019	Screwfix (Trade UK)	ol314	141.97		Dewalt Drill and drill bits
19/09/2019	Signrite Signs	ol315	93.60		Door Graphics for new van
19/09/2019	Shaftesbury in Bloom	ol316	80.00		Flower Tubs Town Hall
Total Payments			7,567.67		