



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, 08 January 2019 commencing at 7pm.

Members Present

Councillor Brown (Chair)
Councillor Taylor (Vice Chair)
Councillor Todd

Councillor Jackson
Councillor Hall
Councillor Loader

Absent:

Councillors Austin, Lewer, Kirton, Cook, Perkins and Proctor

Officers Present:

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

In Attendance:

2 members of the press
11 members of the public
District Councillor Beer

MINUTES

The Armed Forces Covenant was presented to Mayor by the Dorset County President of the Royal British Legion and the Shaftesbury and District Branch President Commodore Richard Bridges along with William Sherriff and Mr Miller, to be displayed at the Shaftesbury Town Hall.

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;

- Cattle Market – concerns were expressed regarding the closed car park situated on the Cattle Market site.
- B3108 – Concern was expressed regarding the planning proposal to install a pedestrian crossing on this dangerous stretch of road.

7.20 pm Councillor Jackson arrived at this point.

F106 Apologies

Apologies were received and accepted from Councillors Kirton, Cook, Austin, Proctor and Lewer due to personal reasons and Councillor Perkins for work commitments.

F107 Declarations of Interest and Dispensations

All members were invited to declare any interests throughout the meeting if the need arose. None were declared.

F108 Minutes**7.30 pm Councillor Hall arrived at this point.**

F108a It was **RESOLVED** to approve the minutes of the meeting held on Tuesday, 27 November 2018 and 5 December 2018 and the minutes were duly signed.

F109 Reports

F109a Officer report 0119FC4 was received;

F109b District Councillor Beer reported on the following:

- Project Belle – Expressed gratitude for work done on this project.
- County Hall – Expressed concern regarding the changes being made.
- Primary School closing date for application – 15th January 2019.
- South West Rail Services – Improved service on the Exeter line.
- Community Rail Conference – Communities working hard to maintain and protect local Stations.
- Local Bus services – being closely monitored by Dorset County Council and improving.
- Gillingham Station footpath – Now open.
- Mustons Lane – Following continued reports from residents, the licencing department has asked for evidence to back up claims that Angola 76 is the cause of anti-social behaviour. Requests that Shaftesbury Town Council consider installing a CCTV camera to monitor the situation.
Action: Town Clerk
- Angel Lane Crossroad – Highways agrees that installing warning signs for each junction will increase the safety of this section of road. Request for Shaftesbury Town Council to formally request installing signs.
Action: Town Clerk
- Traffic management schemes – despite 101 traffic management schemes on the list, Lions Walk yellow lines is being started in February.

F109c Councillor Taylor donated two books to the Shaftesbury Town Council library; Pubs and the Past Hostelry and History in Dorset by Ivan Mason and Borough of Shaftesbury Standing Order adopted by Shaftesbury Town Council on 9th April 1935.

F109d The Civic report was received and noted, The Chairman expressed thanks to Councillor Taylor for his help with Civic events over the last couple of months.

F110 **Payments**

Officer report 0119FC5 was received and it was **RESOLVED** to approve the payments totalling £81372.94

Action: Finance and Services Officer

F111 **Financial Risk Assessment**

Officer report 0119FC6 was received and the following was **RESOLVED** to adopt the Assessment.

Action: Town Clerk

F112 **Budget and Precept**

F112a Officer report 0119FC7 was received and the following was **RESOLVED**;
That the Council resolves the budget as appended to this report and makes the corresponding precept request of £500,996 of the District Council

F112b That the Council adopts the five year budget forecast and reviews at least annually.

Action: Town Clerk/Finance and Services Officer

F113 **Smart Projects**

Officer report 0119FC8 was received and noted.

Action: Town Clerk

8.12pm Councillor Brown left the room at this point.

F114 **Cattle Market**

Officer report 0119FC9 was received and it was **RESOLVED** that The Council does not sign and return the notice to quit.

Action: Town Clerk

8.20pm Councillor Brown returned to the meeting at this point.

F115 **Project Belle**

Officer report 0119FC10 was received and noted. The Council had not received a response to it's bid, so there were no further actions at this point.

F116 **Public Toilets**

Officer report 0119FC11 was received and the following was **RESOLVED**;

F116a That 3 of the pods are renovated and the disabled WC remains as it is with the exception of changing the door

F116b That the toilets are provided free to use (reduction in cost as per option 2)

F116c That consideration is given to reverting pods to single sex (male and female) and 1 unisex with baby changing facility

F116d That the project is carried out as a collaboration between Shaftesbury Town Council (Grounds team as part of the winter project), HMP Guy's Marsh, Weston College and Build Love social Enterprise. With a total cost of £36043. £30,500 to be used from Capital Projects budget line and the remaining £5,534 to be taken from General Reserves.

Action: Business Manager/Town Clerk

F117 **Neighbourhood Plan**

Officer report 0119FC12 was received and it was **RESOLVED** that the updates are received and noted and the key dates are adopted.

There being no further business, the meeting was closed at 8.54pm

Signed

Date

Printed on : 03/01/2019

Shaftesbury Town Council

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At : 14:48

NatWest Current A/c

List of Payments made between 30/11/2018 and 31/12/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
30/11/2018	November Salaries	ONLINE	12,982.48		November Salaries
30/11/2018	Telefonica Uk Ltd	dd	72.94		Grounds Mobiles
30/11/2018	Correction to Salary Figure	CORRECTION	-12,982.48		November Salaries
30/11/2018	Salaries Nov	ONLINE	12,822.48		Salaries Nov
30/11/2018	Salaries November	ONLINE	160.00		Salaries November
01/12/2018	NDDC	Std Ord	214.00		Business Rates- Bell St Toilet
01/12/2018	NDDC	Std Ord	696.00		Rates Town Hall
01/12/2018	NDDC	Std Ord	278.00		Rates Unit 9C
01/12/2018	NDDC	Std Ord	46.00		Rates Cemetery
03/12/2018	November Salaries	ONLINE	160.00		November Salaries
11/12/2018	Hitachi Capital	Std Ord	849.20		Hitachi Capital
11/12/2018	Farnfields Solocitors	olt	100.00		Purchase Ledger Payment
13/12/2018	Fuel Genie	dd	331.21		Fuel August
17/12/2018	DCC Pension Fund	ONLINE	4,201.70		DCC Pension Fund
17/12/2018	HMRC Tax & NI	ONLINE	4,357.78		HMRC Tax & NI
17/12/2018	Sage Uk Ltd	dd	80.40		Sage Payroll
17/12/2018	Amazon Online Sales	Debit Card	31.48		No Skate boarding, cycling sig
20/12/2018	ACE Plumbing and Heating	online649	100.80		Repair to toilets
20/12/2018	Angel Springs Ltd	online650	18.01		Water for cooler
20/12/2018	S J Aplin Playground Ltd	online651	576.00		Wet pour repair Wincombe
20/12/2018	Aqua cleaning Services	online652	106.24		Cleaning supplies
20/12/2018	EG. Coles	online653	95.16		Grease Cartridges,Blade
20/12/2018	C&O Tractors Ltd	online654	1,917.60		Lawn Mowers x 2
20/12/2018	Clarity Copiers Ltd	online655	146.81		Printing November
20/12/2018	Brimble Lea & Partners	online656	1,800.00		Residual valuation work PB
20/12/2018	Cheap Printing Dorset	online657	110.40		Mayor's Christmas Cards
20/12/2018	Dorset County Council	online658	9,748.50		Castle Hill SLA
20/12/2018	Dorset County Council	online659	1,380.00		Car Park Study
20/12/2018	Dorset County Council	online660	1,380.00		Traffic Studies
20/12/2018	Hire Standards	online661	50.35		Harras Fencing Enmore Green
20/12/2018	The IT Department Solutions Lt	online662	971.59		365 and Spam Filtering
20/12/2018	Hawes Arborists	online663	1,164.00		St Johns Church Yard
20/12/2018	Imprint Graphics	online664	96.00		Wedding Fair Banner Town Hall
20/12/2018	Ben Johnson (Shaftesbury) Ltd	online665	69.49		Strimmer Head
20/12/2018	Lyreco	online666	104.29		Stationery
20/12/2018	NDM Electrical	online667	514.69		Christmas Lights for Town Hall
20/12/2018	Pear Technology	online668	300.00		Mapping support and updates
20/12/2018	RBS Software Solutions	online669	882.00		Hall Bookings software
20/12/2018	Society of Local Council Clerk	online670	36.00		GDPR Webinar
20/12/2018	Shaftesbury Trailers	online671	144.00		Repair to Green Machine
20/12/2018	Tree Management	online672	2,895.00		Tree survey of all STC trees
20/12/2018	Toogoods Prperty Co Ltd	online673	2,271.60		Rent25/12/18 to 25/03/18
20/12/2018	Travis Perkins	online674	196.16		Cable Ties
20/12/2018	Wincombe MOT & Repair Centre L	online675	72.51		MOT Nissan Truck WD65KAM
20/12/2018	Wicksteed Leisure Ltd	online676	10,200.00		Multiply Enmore Green-Mordred
20/12/2018	Kingsmere Surfacing Ltd	online677	360.00		Adgrip for St James path
20/12/2018	Western Workshop Supplies	online678	1,547.94		Stands,wrench,welder

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At : 14:48		NatWest Current A/c			
List of Payments made between 30/11/2018 and 31/12/2018					
<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
20/12/2018	Woolley & Wallis	online679	1,200.00		Auction - Wilderness
20/12/2018	Leaflet Frog	debitcard	54.00		Purchase Ledger Payment
20/12/2018	Screwfix (Trade UK)	online680	109.98		Purchase Ledger Payment
20/12/2018	British Gas	dd	514.14		Gas Sept-November
20/12/2018	Dorset County Council	Online660	300.00		Car Park Study
21/12/2018	DVLA	DEBITCARD	250.00		Road Tax Nissan Truck
22/12/2018	Peninsula	Std Ord	210.50		Health & Safety Advisers
25/12/2018	NDDC	Std Ord	287.00		Rates Swimming Pool
31/12/2018	December Salaries	ONLINE	14,685.41		December Salaries
31/12/2018	Nat West Credit Card	dd	52.79		Credit Card Payment
Total Payments			81,320.15		

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At : 15:11		Nat West Credit Card			
List of Payments made between 30/11/2018 and 20/12/2018					
<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
30/11/2018	Adobe Systems Software	creditcard	8.32		Photo Shot
05/12/2018	Amazon Online Sales	creditcard	44.47		2 x Wireless Keyboard
Total Payments			52.79		