



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 9th July 2019 commencing at 7:30pm.

Members Present

Councillor Hollingshead (Chair)
Councillor Lewer

Councillor Chase (Vice Chair)

Absent:

Councillors Pritchard, Brown, Hall and Welch

Officers Present:

Claire Commons, Town Clerk
Julie Curtis, Office Administrator

In Attendance:

2 member of the public, 1 member of the press
Councillor Yeo
Councillor Proctor

MINUTES

In the absence of a Chairman the Committee Members agreed that Councillor Hollingshead Chair the opening of the meeting.

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. No matters were raised.

G16 Election of Committee Chairman and Vice Chairman

Officer report 0719GEM1 was received and it was **RESOLVED**;

G16a That Councillor Hollingshead serve as Chairman of the GEM Committee for the Municipal Year of 2019/2020.

G16b That Councillor Chase serve as Vice Chairman of the GEM Committee for the Municipal Year of 2019/2020.

ACTION: TOWN CLERK

G17 Apologies

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

G18 Declarations of Interest and Dispensations

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

G19 Minutes

It was **RESOLVED** to approve the minutes of the meeting held on Tuesday, 04 June 2019. They were duly signed.

G20 Reports

Officer report 0719GEM5 was received, progress updates and delegated decisions were noted.

G21 Planning Application – The Lookout

Officer report 0710GEM6 was received and it was **RESOLVED** in relation to application 2/2019/0826/HOUSE The Lookout, Wincombe Lane, Shaftesbury, Dorset SP7 8PJ. Erect No. 1 Garage, to return the observation: **No Objection**.

ACTION: TOWN CLERK

G22 Payments

Officer report 07/19GEM7 was received and it was **RESOLVED** to approve the payments from the Town Council's current account totalling £63,188.92 and note the bank balances.

ACTION: FINANCE AND SERVICES OFFICER

G23 Treasury Management and Investment

Officer report 0719GEM8 was received and it was **RESOLVED** to support Investment Scenario 2, 'a more calculated investment profile bearing direct relation to the anticipated delivery time of each earmarked reserve.'

ACTION: TOWN CLERK

G24 Street Names – Little Down

Officer report 0719GEM9 was received and it was **RESOLVED** that reference planning application 2/2018/1418/REM regarding suggestions for street names, the Town Clerk delegated to liaise with Councillors for suggestions and respond to Dorset Council.

ACTION: TOWN CLERK

G25 Notice of Motion – Support for Shaftesbury and District Dementia Friendly Community (SDDFC)

Officer report 0719GEM10 was received. It was **RESOLVED** that the Council supports SDDFC by providing administrative support and hospitality to the group to be reviewed after no more than 12 months.

ACTION: TOWN CLERK

G26 Ceremonial Mace

Officer report 0719GEM11 was received and it was **RESOLVED** that;

G26a The Town Clerk to seek 3 quotations for the repair of the broken mace.

ACTION: TOWN CLERK

There being no further business, the meeting was closed at 8.30pm.

Signed

Date

Appendix A. Payments and Reconciliation

Printed on : 03/07/2019		Shaftesbury Town Council		Page No 1	
At : 14:22		NatWest Current A/c			
List of Payments made between 01/06/2019 and 30/06/2019					
Date Paid	Payee Name	Cheque Ref	Amount Paid	Authorized Ref	Transaction Detail
01/06/2019	NDDC	Std Ord	218.00		Business Rates- Bell St Toilet
01/06/2019	NDDC	Std Ord	712.00		Rates Town Hall
01/06/2019	NDDC	Std Ord	313.00		Rates Unit 9C
01/06/2019	NDDC	Std Ord	52.00		Rates Cemetery
06/06/2019	DCC Pension	ONLINE	4,629.46		Pension May
07/06/2019	Nisbets Catering	DebitCard	232.44		Wet & Dry Vacuum
10/06/2019	Tesco Stores Ltd	Debitcard	9.34		Refreshments Mayor Making
11/06/2019	Hitachi Capital	Std Ord	849.20		Hitachi Capital
12/06/2019	Pick Litter	DCard	90.91		Litter Picks for Hilltop Litte
13/06/2019	Fuel Genie	dd	383.80		Fuel May
17/06/2019	Adobe Systems Software	DD	8.32		Purchase Ledger Payment
17/06/2019	Sage Uk Ltd	Dd	80.40		Sage Payroll
18/06/2019	British Gas	o1279	302.93		Electric Town Hall
18/06/2019	British Gas	o1280	350.80		Electric Bell ST
18/06/2019	British Gas	Online278	178.26		Electric Unit 9C
19/06/2019	Tesco Stores Ltd	dcard	18.56		Lunch Assessors- Quality Gold
19/06/2019	The Post Office	013184	91.00		Road Tax Sweeper
20/06/2019	Read Easy	OL281	660.00		Read Easy
20/06/2019	ND Vis Impaired	OL282	300.00		ND Vis Impaired
20/06/2019	Open House	OL283	1,000.00		Open House
20/06/2019	Shaftesbury Fringe	OL284	3,000.00		Shaftesbury Fringe
20/06/2019	Home Start ND	OL286	1,500.00		Home Start ND
21/06/2019	WPS Insurance Brokers	o1287	6,363.53		Purchase Ledger Payment
21/06/2019	Communicorp	o1288	88.56		Freedom Scroll
22/06/2019	Peninsula	Std Ord	210.50		Health & Safety Advisers
24/06/2019	Shaftesbury Prim PTA	OL289	500.00		Shaftesbury Prim PTA
24/06/2019	British Gas	dd	2,360.46		Gas Pool March to May
25/06/2019	NDDC	Std Ord	323.00		Rates Swimming Pool
27/06/2019	Plusnet Ltd	DD	30.05		Purchase Ledger Payment
28/06/2019	Axis	Dd	137.46		Purchase Ledger Payment
28/06/2019	Tesco Stores Ltd	debitcard	12.53		Purchase Ledger Payment
28/06/2019	The Salt Cellar	o1290	235.00		Canopes Mayor Making
28/06/2019	Sansam Welding	online291	360.00	R31	Tree Guards for Town Entrance
28/06/2019	Jake Mowbray	ONLINE291	25.00		DBS payment
28/06/2019	Lillie Thornton	OL292	25.00		DBS Reimbursement
28/06/2019	Morgan Thorn	OL293	25.00		DBS Reimbursement
28/06/2019	DBS Reimbursement JPM	ONLINE	25.00		DBS Reimbursement JPM
28/06/2019	DBS Reimbursement JP	ONLINE	25.00		DBS Reimbursement JP
30/06/2019	Airspace Solutions.Com Ltd	o1294	180.00		Inspection of Inflatable
30/06/2019	Angel Springs Ltd	o1295	44.76		Water, cooler sanitisation
30/06/2019	Aqua cleaning Services	o1296	116.16		Cleaning supplies Bell st
30/06/2019	Aquacare	o1297	43.20		Monthly water test
30/06/2019	Ryan Baker	o1298	58.70		Facebook adverts
30/06/2019	BPI Recycled Products	o1299	996.84		Pallet of Bin Liners h/d
30/06/2019	Clarity Copiers Ltd	o1300	417.81		Printing May
30/06/2019	Clare Davis	o1301	120.00		Aquafit sessions Tuesdays
30/06/2019	Dorset County Council	o1302	20.00		Small lottery Permit Annual Fe

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At : 14:22

NatWest Current A/c

List of Payments made between 01/06/2019 and 30/06/2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
30/06/2019	Dorset Planning Consultant Ltd	o1303	1,640.28		Planning support for NHP
30/06/2019	EG. Coles	o1304	224.78		OX tyre sealant/Led Beacon
30/06/2019	GAPTC	o1305	200.00		LCAS Quality Gold accreditatio
30/06/2019	Hawes Arborists	o1306	594.00		Reduce Silver Birch Brionne Ga
30/06/2019	Hire Standards	o1307	280.44		Tower Scaffold Hire
30/06/2019	Imprint Graphics	o1308	55.20		A1 Publicity Poster Vinyl
30/06/2019	The IT Department Solutions Lt	o1309	193.08		365/Spam filtering
30/06/2019	Ben Johnson (Shaftesbury) Ltd	o1310	114.93		Repair to Strimmer
30/06/2019	JP Lennard Ltd	o1311	324.84		Pool signs
30/06/2019	Laura Langley	o1312	100.00		Teaching Aquifit Sunday's June
30/06/2019	Lyreco	o1313	269.39		Stationery
30/06/2019	NDM Electrical	o1314	169.92		Repair faulty light in hall
30/06/2019	Ocean Catering Equipment	o1315	122.10		Repairs to hot water boiler
30/06/2019	Octopus Personnel	o1316	1,717.72		Temporary Groundsman
30/06/2019	Partnership Fire and Security	o1317	1,195.20		Installation of Intruder Alaar
30/06/2019	The Potting Shed	o1318	72.00		Plants for pool r
30/06/2019	The Gillingham C & L Trust Ltd	o1319	94.00		NPLQ Renewal x 2
30/06/2019	Mole Countrystores	o1320	12.36		Hooks
30/06/2019	Sydenhams	o1321	62.25		Hazard Tape
30/06/2019	Service-U-Right Ltd	o1322	24.00		Repair to tyre
30/06/2019	Toogoods Prperty Co Ltd	o1323	2,271.60		Quarterley invoice unit 9C
30/06/2019	Topline Electronics Ltd	o1324	870.00		Service topline dosing unit
30/06/2019	Shaftesbury Wines	o1325	81.13		Wine for Mayor Making
30/06/2019	Zurich	o1326	1,647.70		Motor Insurance
30/06/2019	Tincknell Fuels	o1327	375.45		Fuel for Mower
30/06/2019	Rutters Solicitors	o1328	1,200.00		Legal matters ref mm
30/06/2019	DDC Pension	ONLINE	-4,629.46		Canel payment dup. in error
30/06/2019	DCC Pension	ONLINE	4,024.20		June Salaries
30/06/2019	HMRC	ONLINE	3,656.02		Tax/Ni June
30/06/2019	Salaries June	ONLINE	18,501.81		Salaries June
Total Payments			63,188.92		

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