



To: Members of Shaftesbury Town Council’s Recreation, Open Spaces and Environment Committee (ROSE), Councillors for ROSE; Hall (Chair), Cook, Loader, Proctor and Yeo. You are summoned to a meeting of the Recreation, Open Spaces and Environment Committee for the transaction of the business shown on the agenda below. To be held at 7.30pm on **Tuesday 10 September 2019 in the Council Chamber, Shaftesbury Town Hall**

To Shaftesbury Town Councillors not listed above, you are appointed as substitute members and may be summoned to attend according to notice given by the Town Clerk.

All other recipients for information only

Claire Commons CertHE PSLCC, Town Clerk and RFO
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. The period of time designated for public participation shall not exceed twenty minutes. A member of the public shall not speak for more than three minutes.

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	(1 min)
2	DECLARATIONS OF INTEREST	3
	To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk.	(1 min)
3	MINUTES	3
	To confirm as a correct record, the minutes of the previous meeting of the Recreation, Open Spaces and Environment Committee.	(1 min)
4	REPORTS	7
	To receive and note reports Advisory Committees, Shaftesbury Open Spaces Group, Officers and any other organisations on matters relating to the work of the Committee. (15 mins)	
5	BUDGET	10
	To consider the committee’s budget requirements for 2020/2021 for recommendation to the General Management Committee.....	(45 mins)
6	QUEEN’S COMMONWEALTH CANOPY (QCC)	19

To consider an invitation from the Woodland Trust and The Rt Hon Frank Field MP DL,
Member of Parliament for Birkenhead(10 mins)

7 BARTON HILL 21

To recommend to the General Management Committee leasing of Barton Hill Grounds
Unit for community use (5 mins)

Anticipated meeting end time 9:10pm

(End)

Bibliography

Shaftesbury Town Council, 2012. *Code of Conduct*. [Online]

Available at: https://www.shaftesbury-tc.gov.uk/images/STC_Code_of_Conduct_2012.pdf

Tharmarajah, M., 2013. *Local Council's Explained*. 1st ed. London: NALC.

1 Apologies

To receive and consider for acceptance, apologies for absence (1 min)

1.1 Background

1.1.1 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.

1.2 Apologies received to date

2 Declarations of Interest

To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. (1 min)

2.1 Background

2.1.1 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

2.1.2 Where a matter arises at a meeting which relates to a councillor's interest, the councillor has the responsibility of declaring that interest in accordance with the adopted code of conduct. (Shaftesbury Town Council, 2012)

2.2 Declarations of Interest or dispensations received to date

3 Minutes

To confirm as a correct record, the minutes of the previous meeting of the Recreation, Open Spaces and Environment Committee. (1 min)

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 See following pages



SHAFTESBURY TOWN COUNCIL

Recreation, Open Spaces and Environment Committee

Minutes of the Recreation, Open Spaces and Environment Committee held in the Council Chamber, Town Hall, High Street, Shaftesbury Dorset SP7 8LY on Tuesday, 02 July 2019 commencing at 7.30pm.

Members Present

Councillor Cook
Councillor Proctor

Councillor Yeo
Councillor Loader

Absent:

Councillors Hall and Pritchard

Officers Present:

Claire Commons CertHE PSLCC, Town Clerk and RFO
Julie Curtis, Office Administrator
Mike Wakely, Head Groundsman

In Attendance:

Appendix A. 5 members of public
1 member of the press
Councillor Welch

MINUTES

In the absence of the Chair and Vic Chair the Committee agreed that Councillor Cook Chair 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 Committee or to raise any issues of concern. The following matters were raised;

- **Mampitts Square** – Representation on behalf of the Maltings Residents Association expressing their concerns about the lack of communication regarding the S106 funding to North Dorset District Council for various amenities to be built in the area.

ACTION: CLERK

- **Open Spaces Group** – Representative from the Shaftesbury Open Spaces Group spoke to the new members of the ROSE Committee explaining the Groups purpose, ethos and intentions.

Meeting Commenced: 7:50pm

R1 Apologies

Apologies were received and accepted from Councillors Hall and Pritchard due to work commitments.

R2 Declarations of Interest and Dispensations

All members were invited to declare any interests throughout the meeting if the need arose.

R2a Councillor Yeo and the Town Clerk declared an interest in Item 9, Mampitts Square due to living in close proximity to the area.

R3 Minutes

It was **RESOLVED** to approve the minutes of the meeting held on Tuesday 28th May 2019. They were duly signed. Two typographical errors corrected.

R4 Order of Business

It was **RESOLVED** to change the order of the meeting to bring forward Item 7, Sensory Garden at Great Ground.

R5 Sensory Garden at Great Ground

Officer report 0719ROSE7 was received and it was **RESOLVED**:

R5a that Members of the Committee would visit the Garden to assess the requirement for changes within the garden;

R5b to delegate authority to the Town Clerk to move forward with any reasonable agreed changes following the Councillors visit to the Garden.

ACTION: CLERK

R6 Reports

Officer report 0719ROSE4 was received and noted.

R7 Swimming Pool

Officer report 0719ROSE5 was received and it was **RESOLVED** that:

R7a CCTV with motion sensors should be installed within the Swimming Pool area;

R7b The Town Clerk to seek quotes for 4/5 cameras and associated equipment;

R7c Delegated authority provided to the Town Clerk to purchase cameras within delegated budget provisions.

ACTION: TOWN CLERK

R8 Tree Preservation Orders

Officer report 0719ROSE6 was received and it was **RESOLVED** that the following applications should be submitted to the Dorset Councils Trees Officer:

- R8a the one tree in the North West corner of the Lidl site should be protected;
- R8b to request Dorset Council to protect the trees along Christy's Lane to protect the visual aspect;
- R8c to protect the trees in the area North West of the ATS site.

ACTION: CLERK

R6 Swimming Pool

Officer report 0719ROSE8 was received and noted.

R9 Mampitts Square

Officer report 0719ROSE9 was received and it was **RESOLVED** that:

- R9a the Committee develops a consultation strategy for the use of the land at Mampitts Square;
- R9b a working group be established. Councillor Yeo as project lead assisted by other members as required eg Open Spaces Group;
- R9c Town Clerk provided delegated authority to use Consultation Budget;
- R9d A survey of the land to be undertaken prior to any remedial work being carried out.

ACTION: CLERK

There being no further business, the meeting was closed at 9:05pm.

Signed

Date

4 Reports

To receive and note reports Advisory Committees, Shaftesbury Open Spaces Group, Officers and any other organisations on matters relating to the work of the Committee. (15 mins)

4.1 Delegated Decisions

4.1.1 There were no decisions made under the Council's Scheme of Delegation requiring reporting to the ROSE Committee.

4.2 Correspondence

4.2.1 Councillor Simon Pritchard has written resigning his position from the ROSE Committee in light of significant other commitments. He retains his position on the Council and the HR Committee. Full Council will consider appointing a replacement Councillor to the Committee when it meets on 1st October 2019, this will also include the appointment of vice chairman.

4.3 Updates

- Park Walk Slopes – meeting with committee members and Open Spaces to prepare draft plan outstanding
- Dog Waste bag dispensers – donated bins installed and being used. Identified 100 bags used in 1 week from 2 locations. Sturminster Newton is looking at also installing dispensers so Town Clerk is waiting for this to be resolved so there is an opportunity to get a better price on a combined order.
- Salisbury Street Green – Open Spaces are reviewing the noticeboard outside the town hall but think it will be too large for Salisbury Street Green. Waits further information from SOSG on size and style of noticeboard
- Street Furniture on the East of Shaftesbury – this task is outstanding.
- Swimming Pool CCTV – installed and already being used in an investigation of a break in.
- Tree Preservation Orders – Request made and with the Dorset Council Tree Officers.
- Mampitts Square – Cllr Yeo has started considering the consultation. Working group still to be formed to recommend consultation aims, process, timescale and budget.



4.4 Wild Flower Verges

Report from Brie Logan following a wildflower verge demonstration facilitated by Dorset Council on 27/8/19

“Throughout the spring and summer, the wildflowers of our country roads and lanes delight all who walk or drive them – or rather one would think that they delight everyone, but this is clearly not entirely so because each year, at the height of their glory, mile upon mile of them are ruthlessly cut.” John Burton, Country Life, 1973.

Taking a different approach, Plant life's vision for Britain's road verges is one where all verges are managed for wildlife as a matter of course, restoring and expanding flower-rich habitats along our road network. This will ensure the survival and natural spread of both common and

rare species, for their own sake, for the sake of the wildlife they support and environmental benefits they bring, and to enhance the contact with nature experienced by users of Britain's road network. We know that verges are under considerable pressure. Priorities for safety and access, along with budget constraints and difficulties with the collection of litter and grass clippings all mean that enhancing their wildlife value is often low on the list. But we believe that the adoption of a few basic principles can significantly improve the biodiversity on our verges, bringing benefits for wildlife, for us and for future generation¹

Many towns across Dorset and the wider UK are introducing wildflower verges within the town Landscape. STC want to improve the biodiversity of our town and educate and inspire others to do the same and hopefully they will get closer to nature by visiting more green spaces.
– the wider impact a small patch of ground can have on people is tremendous and shouldn't be underestimated

Working with highways authorities, industry, the public and conservation partners, we want to see all verges managed for wildflowers - and the wildlife they support.

The adoption of a few basic principles can significantly improve the biodiversity of our verges.

Managing grassland road verges: a best practice guide

Due out summer 2019 a new technical guidance for highway authorities, their contractors and community groups is being produced in collaboration with national highways agencies, industry, and wildlife organisations and will provide detailed information and case studies on soft estate management.

Further research is needed and work is underway to seek out a wider collaboration between Sturminster Newton, Gillingham and Shaftesbury to share ideas, produce information boards and split any costs appropriately. For example, buying seeds in bulk or hiring equipment during the trial period.

The Grounds team are seeking areas that may be appropriate for a wildflower planting trial such as A30 strip and the Christy's Lane/ Linden Park junction.

The factors below are also being developed as part of the feasibility study. A full update will be presented to ROSE on 15th October and the committee will be asked to make a decision based on the facts that are presented.

- 1) Cost of machinery** - would it be better to hire equipment to each town for the respective ground's teams to carryout 2-3 cuts per annum (considering our area would be miniscule compared with that of the Dorset Council)? Exploring the sharing of costs with other Towns?
- 2) Disposal of arising's** - grass clippings would need to be emptied somewhere suitable. Area's for this and any costs would need to be identified within Shaftesbury
- 3) Dorset Council Land** - At present STC are maintaining highway verges under agreement with DC. If any of these verges were identified as possible wildflower areas, it may be cost effective to hand back to DC who have the machinery and would be applying this technique as standard practice.
- 4) Community engagement** – The key to public engagement is the need to explain the benefits of wildflower verges versus the grass cuts and the positive environmental impact benefits. Investment of time needs to be made to consult with the public to understand the preferred option and build the evidence base of support.

Photos from the Blandford Wildflower verge demonstration day on 27th August 2019

¹ The Good verge guide



An example of more colourful wildflowers in another town with a polite notice to explain the planting is for the benefit of the bees and butterflies.

4.5 Recommendation

4.5.1 That the reports are received and noted and any actions arising identified for future meetings of the Council or its Committees

STRATEGIC PLAN AREA: RESIDENTS LIFESTYLE OUTDOOR

(End)

Report Author:

Claire Commons CertHE PSLCC, Town Clerk and RFO

5 Budget

To consider the committee's budget requirements for 2020/2021 for recommendation to the
General Management Committee (45 mins)

5.1 Summary

- 5.1.1 The detailed revenue budget and projects / capital budget is shown on the following pages to continue to provide the same level of service with constant review on efficiencies.
- 5.1.2 During the budget workshop, members asked for options both to cut service provision and to improve it, this will be presented to the Committee at the meeting.
- 5.1.3 Included in this presentation will be a review of the current earmarked reserves held for projects that would most naturally sit under the ROSE committee. For advance consideration, these are highlighted yellow on the following pages
- 5.1.4 Members should note that the accounts software has been upgraded offering greater reporting capabilities. Officers are still working through the additional functionality and reports may vary slightly over the next few months as a result.

5.2 Financial Implication

- 5.2.1 The Committee's requirements to maintain the revenue budget and services for the current year is anticipated to be a net expenditure of £49,658.

5.3 Risk

- 5.3.1 It is likely that the final adopted budget will vary from the recommendation made.

5.4 Recommendation

- 5.4.1 That the Committee recommends its budgetary requirements for 2020 – 2021 to the General Management Committee

STRATEGIC PLAN AREA: POLICIES, PROCEDURES AND GOVERNANCE

(End)

Report Author:
Claire Commons CertHE PSLCC, Town Clerk and RFO

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Annual Budget - By Committee

Note: ROSE and Projects Budget 2020 - 2021

		<u>2018/19</u>		<u>2019/20</u>						<u>2020/21</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
ROSE												
101 Allotment												
1104	Allotment Rent Income	1,700	1,691	0	0	1,700	0	1,700	100	1,900	0	0
	Total Income	1,700	1,691	0	0	1,700	0	1,700	100	1,900	0	0
4165	Water Rates	565	691	0	0	675	0	675	363	850	0	0
4250	Repairs & Maintenance	205	850	0	0	500	0	500	0	515	0	0
4275	Equipment Hire	350	0	0	0	0	0	0	0	0	0	0
4414	IT Software	165	165	0	0	169	0	169	0	174	0	0
	Overhead Expenditure	1,285	1,706	0	0	1,344	0	1,344	363	1,539	0	0
	Movement to/(from) Gen Reserve	415	(15)			356		356	(263)	361		
102 Cemetery												
1105	Cemetery Income	2,300	3,433	0	0	3,722	0	3,722	2,232	3,722	0	0
	Total Income	2,300	3,433	0	0	3,722	0	3,722	2,232	3,722	0	0
4150	Rates & Services	424	459	0	0	588	0	588	257	598	0	0
4165	Water Rates	90	79	0	0	95	0	95	0	100	0	0
4250	Repairs & Maintenance	2,000	0	0	0	200	0	200	149	200	0	0
4414	IT Software	285	285	0	0	290	0	290	0	299	0	0
	Overhead Expenditure	2,799	823	0	0	1,173	0	1,173	406	1,197	0	0
	Movement to/(from) Gen Reserve	(499)	2,609			2,549		2,549	1,826	2,525		
103 General Grounds												

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Annual Budget - By Committee

Note: ROSE and Projects Budget 2020 - 2021

	<u>2018/19</u>		<u>2019/20</u>						<u>2020/21</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
1102 Contribution to Services	1,200	815	0	0	1,000	0	1,000	0	1,000	0	0
1103 Rents	1,000	348	0	0	915	0	915	198	915	0	0
1300 Grass Cutting Income	5,994	6,023	0	0	6,023	0	6,023	0	6,023	0	0
1301 Miscellaneous Income	0	5,481	0	0	2,174	0	2,174	2,858	2,174	0	0
1302 Memorial Bench Income	0	275	0	0	0	0	0	646	0	0	0
Total Income	8,194	12,943	0	0	10,112	0	10,112	3,702	10,112	0	0
4020 Sub Contract Labour	2,000	8,964	0	0	10,500	0	10,500	0	10,815	0	0
4150 Rates & Services	2,577	2,784	0	0	3,168	0	3,168	1,568	3,263	0	0
4155 Electricity	800	634	0	0	891	0	891	675	891	0	0
4165 Water Rates	2,300	2,096	0	0	2,300	0	2,300	1,338	2,369	0	0
4250 Repairs & Maintenance	2,200	2,041	0	0	3,050	0	3,050	626	3,124	0	0
4256 Treework	4,000	5,320	0	0	9,000	0	9,000	998	4,000	0	0
4257 Plants	1,000	174	0	0	1,000	0	1,000	0	1,000	0	0
4261 Refuse Collection	2,600	2,577	0	0	2,500	0	2,500	1,757	2,572	0	0
4265 General Supplies	350	401	0	0	420	0	420	11	430	0	0
4270 Equipment Repairs	2,000	1,114	0	0	1,500	0	1,500	1,165	2,000	0	0
4271 Equipment Purchases	2,500	2,414	0	0	2,500	0	2,500	268	2,575	0	0
4272 Fuel for Equipment	2,300	2,100	0	0	2,300	0	2,300	1,255	2,369	0	0
4273 Memorial Bench	0	0	0	0	0	0	0	608	0	0	0
4274 Rent Unit 9C	7,572	7,572	0	0	7,572	0	7,572	3,786	7,572	0	0
4275 Equipment Hire	500	562	0	0	500	0	500	92	510	0	0
4278 Alarm Costs	200	144	0	0	200	0	200	0	206	0	0
4280 Fuel for Vehicles	2,000	3,030	0	0	3,000	0	3,000	1,103	3,090	0	0
4281 Motor Expenses	1,500	2,743	0	0	3,060	0	3,060	2,946	3,152	0	0

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Annual Budget - By Committee

Note: ROSE and Projects Budget 2020 - 2021

	<u>2018/19</u>		<u>2019/20</u>							<u>2020/21</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward	
4282 Hitachi Payments Mower	10,190	10,190	0	0	8,492	0	8,492	4,246	0	0	0	
4285 PPE	1,000	863	0	0	1,000	0	1,000	90	1,000	0	0	
4290 Playground Inspections	400	350	0	0	400	0	400	450	450	0	0	
4291 Playground Repair/Maintenance	4,622	5,342	0	0	5,500	0	5,500	71	5,500	0	0	
4293 Play Area Design	5,000	0	0	0	0	0	0	0	0	0	0	
4299 SLA-Trinity Grounds Maintainan	1,500	1,495	0	0	1,500	0	1,500	748	1,500	0	0	
4410 Telephone	0	0	0	0	0	0	0	62	0	0	0	
Overhead Expenditure	59,111	62,911	0	0	70,353	0	70,353	23,861	58,388	0	0	
Movement to/(from) Gen Reserve	(50,917)	(49,969)			(60,241)		(60,241)	(20,159)	(48,276)			
105 Local Delivery services												
1501 Street Market Rents R'ved	7,999	7,714	0	0	8,500	0	8,500	2,907	8,755	0	0	
Total Income	7,999	7,714	0	0	8,500	0	8,500	2,907	8,755	0	0	
4020 Sub Contract Labour	0	258	0	0	4,266	0	4,266	0	4,394	0	0	
4150 Rates & Services	2,134	2,136	0	0	2,180	0	2,180	1,095	2,210	0	0	
4155 Electricity	750	832	0	0	1,114	0	1,114	559	1,114	0	0	
4165 Water Rates	2,200	1,868	0	0	2,200	0	2,200	900	2,266	0	0	
4176 CCTV	0	0	0	0	2,000	0	2,000	0	2,000	0	0	
4177 Bus Shelters	300	0	0	0	0	0	0	0	0	0	0	
4250 Repairs & Maintenance	2,700	1,796	0	0	1,650	0	1,650	847	1,700	0	0	
4260 Cleaning Supplies	1,000	635	0	0	850	0	850	513	876	0	0	
Overhead Expenditure	9,084	7,525	0	0	14,260	0	14,260	3,914	14,560	0	0	
Movement to/(from) Gen Reserve	(1,085)	189			(5,760)		(5,760)	(1,007)	(5,805)			

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Annual Budget - By Committee

Note: ROSE and Projects Budget 2020 - 2021

		<u>2018/19</u>		<u>2019/20</u>						<u>2020/21</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
201	Town Hall											
1201	Hall Hire	28,691	25,255	0	0	25,500	0	25,500	10,251	26,265	0	0
1203	Weddings	1,800	1,853	0	0	2,000	0	2,000	1,398	2,060	0	0
1204	Shop Rents	18,000	18,000	0	0	20,430	0	20,430	7,500	22,000	0	0
1205	Sitting Out Licence	0	0	0	0	504	0	504	0	504	0	0
1220	Solar Panel Feed in Tariff	1,500	3,428	0	0	2,000	0	2,000	0	2,060	0	0
	Total Income	49,991	48,535	0	0	50,434	0	50,434	19,148	52,889	0	0
4150	Rates & Services	6,954	6,960	0	0	7,169	0	7,169	3,560	7,384	0	0
4155	Electricity	2,200	2,035	0	0	2,362	0	2,362	1,724	2,362	0	0
4160	Gas	2,500	1,817	0	0	2,575	0	2,575	668	2,652	0	0
4165	Water Rates	200	195	0	0	250	0	250	124	255	0	0
4200	Wedding Costs	565	515	0	0	565	0	565	778	565	0	0
4230	Trinity Car Park Space	550	550	0	0	550	0	550	275	550	0	0
4250	Repairs & Maintenance	4,000	2,309	0	0	3,838	0	3,838	654	4,000	0	0
4260	Cleaning Supplies	300	361	0	0	250	0	250	151	255	0	0
4265	General Supplies	500	0	0	0	0	0	0	0	0	0	0
4271	Equipment Purchases	550	429	0	0	3,500	0	3,500	0	255	0	0
4278	Alarm Costs	500	420	0	0	500	0	500	432	515	0	0
4414	IT Software	285	285	0	0	290	0	290	0	299	0	0
	Overhead Expenditure	19,104	15,875	0	0	21,849	0	21,849	8,366	19,092	0	0
	Movement to/(from) Gen Reserve	30,887	32,660			28,585		28,585	10,782	33,797		
305	Swimming Pool											

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Annual Budget - By Committee

Note: ROSE and Projects Budget 2020 - 2021

	<u>2018/19</u>		<u>2019/20</u>						<u>2020/21</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
1220 Solar Panel Feed in Tariff	1,200	970	0	0	1,200	0	1,200	0	1,200	0	0
1301 Miscellaneous Income	0	0	0	0	0	0	0	0	2,000	0	0
1365 Swimming Pool Income	18,500	24,597	0	0	23,000	0	23,000	20,890	23,000	0	0
1367 Retail Income	0	0	0	0	2,000	0	2,000	0	2,000	0	0
Total Income	19,700	25,568	0	0	26,200	0	26,200	20,890	28,200	0	0
4008 Life Guard Salaries	22,000	26,647	0	0	35,400	0	35,400	13,381	36,108	0	0
4010 Staff Training	1,000	795	0	0	1,250	0	1,250	285	1,250	0	0
4150 Rates & Services	2,586	2,870	0	0	3,155	0	3,155	1,644	3,299	0	0
4155 Electricity	1,500	1,874	0	0	1,950	0	1,950	460	2,008	0	0
4160 Gas	2,200	2,193	0	0	3,235	0	3,235	1,967	3,500	0	0
4165 Water Rates	2,000	2,256	0	0	1,500	0	1,500	1,318	1,545	0	0
4250 Repairs & Maintenance	2,459	1,392	0	0	7,500	0	7,500	7,078	2,575	0	0
4260 Cleaning Supplies	220	257	0	0	300	0	300	384	300	0	0
4271 Equipment Purchases	1,000	1,046	0	0	1,000	0	1,000	1,210	1,000	0	0
4360 Chemicals	4,000	3,732	0	0	5,100	0	5,100	3,369	4,000	0	0
4362 Plant Servicing/Repairs	1,500	1,680	0	0	2,000	0	2,000	2,054	2,000	0	0
4363 DBS Checks	150	75	0	0	250	0	250	150	250	0	0
4364 Uniforms	350	288	0	0	500	0	500	316	400	0	0
4365 Music Licences	250	0	0	0	275	0	275	-148	275	0	0
4366 Retail Sales	480	855	0	0	1,000	0	1,000	1,539	1,000	0	0
4369 Aqua Fit Instructors	0	0	0	0	0	0	0	585	0	0	0
4370 Swimming Pool Advertising	1,500	869	0	0	1,000	0	1,000	710	750	0	0
4373 ATC Renewal	230	175	0	0	0	0	0	137	0	0	0
4410 Telephone	275	302	0	0	250	0	250	76	200	0	0

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Annual Budget - By Committee

Note: ROSE and Projects Budget 2020 - 2021

	<u>2018/19</u>		<u>2019/20</u>						<u>2020/21</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Overhead Expenditure	43,700	47,305	0	0	65,665	0	65,665	36,515	60,460	0	0
Movement to/(from) Gen Reserve	<u>(24,000)</u>	<u>(21,737)</u>			<u>(39,465)</u>		<u>(39,465)</u>	<u>(15,625)</u>	<u>(32,260)</u>		
ROSE - Income	89,884	99,883	0	0	100,668	0	100,668	48,979	105,578	0	0
Expenditure	135,083	136,145	0	0	174,644	0	174,644	73,425	155,236	0	0
Movement to/(from) Gen Reserve	<u>(45,199)</u>	<u>(36,262)</u>			<u>(73,976)</u>		<u>(73,976)</u>	<u>(24,447)</u>	<u>(49,658)</u>		

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Annual Budget - By Committee

Note: ROSE and Projects Budget 2020 - 2021

		<u>2018/19</u>		<u>2019/20</u>						<u>2020/21</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Reserves & Projects												
901 Reserves & Projects												
1301	Miscellaneous Income	0	165,326	0	0	0	0	0	2,117	0	0	0
	Total Income	0	165,326	0	0	0	0	0	2,117	0	0	0
4902	Community Hall Cockrams	13,000	0	13,000	0	0	0	13,000	0	0	0	13,000
4903	Traffic Calming	2,500	1,150	3,150	0	0	0	3,150	2,495	0	0	3,150
4904	Toilets	30,500	31,254	0	0	0	0	0	0	0	0	0
4906	Playground Equipment	20,217	18,405	1,812	0	15,000	0	16,812	0	15,000	0	1,812
4910	Street Furniture	24,647	336	24,311	0	0	0	24,311	0	0	0	24,311
4911	Castle Hill	0	0	4,680	0	3,402	0	8,082	4,680	0	0	4,680
4913	Town Centre Enhancement	7,109	0	0	0	0	0	0	0	0	0	0
4914	Ground Cover Planting	754	734	0	0	0	0	0	0	0	0	0
4917	Cycle Route	11,500	0	0	0	0	0	0	0	0	0	0
4918	CCTV	10,000	12,450	0	0	0	0	0	0	0	0	0
4919	Cobbles	1,000	0	0	0	0	0	0	0	0	0	0
4922	Vehicles	8,005	0	8,005	0	14,267	0	22,272	1,260	14,267	0	8,005
4923	Grit Bins	4,000	0	4,000	0	0	0	4,000	0	0	0	4,000
4924	Heritage Lanterns	10,000	0	10,000	0	0	0	10,000	0	0	0	10,000
4926	Strategic Tree Works	5,273	3,300	1,973	0	0	0	1,973	0	0	0	1,973
4928	Replacement IT Equipment	5,000	749	3,597	0	4,000	0	7,597	0	4,000	0	3,597
4930	Jubilee Steps Enhancement	10,000	0	10,000	0	0	0	10,000	0	0	0	10,000
4931	Swimming Pool Running costs	31,079	1,934	29,145	0	12,000	0	41,145	23,476	0	0	29,145
4932	Neighbourhood Planning Group	9,970	9,689	7,663	0	0	0	7,663	8,389	0	0	7,663

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Shaftesbury Town Council

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Annual Budget - By Committee

Note: ROSE and Projects Budget 2020 - 2021

	2018/19		2019/20						2020/21		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4933 A30 Allotment Site	25,000	0	25,000	0	0	0	25,000	1,611	0	0	25,000
4935 Shaftesbury Bee Friendly	303	303	0	0	0	0	0	0	0	0	0
4936 EMR Project Bell	10,000	5,750	79,250	0	9,078	0	88,328	0	40,264	0	79,250
4937 Wild About Shaftesbury	0	1,098	3,402	0	0	0	3,402	0	0	0	3,402
4939 Commuted Sum King Alfred's Way	0	0	70,444	0	0	0	70,444	0	0	0	70,444
4940 Commuted Sum Little Shilling	0	0	12,500	0	0	0	12,500	0	0	0	12,500
4941 Memorial Stone Maintenance ED	0	0	2,450	0	0	0	2,450	0	0	0	2,450
4942 Litter Free Dorset	0	0	0	0	0	0	0	76	0	0	0
Overhead Expenditure	239,857	87,153	314,382	0	57,747	0	372,129	41,987	73,531	0	314,382
Movement to/(from) Gen Reserve	(239,857)	78,173			(57,747)		(372,129)	(39,870)	(73,531)		
902 Capital Replacement Reserve											
4905 Town Hall Building Fund	75,695	706	74,989	0	0	0	74,989	0	9,035	0	74,989
4907 Grounds Equipment	2,000	2,000	0	0	0	0	0	0	0	0	0
4916 Bus Shelters	3,500	0	3,500	0	0	0	3,500	0	0	0	3,500
4918 CCTV	0	0	0	0	5,000	0	5,000	0	0	0	0
Overhead Expenditure	81,195	2,706	78,489	0	5,000	0	83,489	0	9,035	0	78,489
Movement to/(from) Gen Reserve	(81,195)	(2,706)			(5,000)		(83,489)	0	(9,035)		
Reserves & Projects - Income	0	165,326	0	0	0	0	0	2,117	0	0	0
Expenditure	321,052	89,859	392,871	0	62,747	0	455,618	41,987	82,566	0	392,871
Movement to/(from) Gen Reserve	(321,052)	75,467			(62,747)		(455,618)	(39,870)	(82,566)		

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6 Queen's Commonwealth Canopy (QCC)

To consider an invitation from the Woodland Trust and The Rt Hon Frank Field MP DL,
Member of Parliament for Birkenhead (10 mins)

6.1 Summary

6.1.1 The Council has received the following correspondence regarding the Queen's Commonwealth Canopy (QCC) and is invited to accept a donation of trees;

"I am writing to ask whether you will accept a donation of trees from the Woodland Trust to plant in the area under your stewardship to link your local area with the Queen's Commonwealth Canopy (QCC).

Over 500 MPs agreed to be part of this initiative last year and planted trees in their constituencies, and many bishops and archdeacons have also responded positively to the initiative. I am contacting you because the constituency of Poole, within your archdeaconry is as yet unrepresented by the QCC.

The Queen's Commonwealth Canopy was launched at the Commonwealth heads of Government Meeting in 2015. It grows out of the work of Cool Earth, a charity I founded with Johan Eliasch, which works with indigenous rainforest communities to prevent climate change through deforestation. The Queen has embraced this initiative with great enthusiasm.

The QCC presents a rare opportunity to unite the whole Commonwealth family and save one of the world's most important natural resources – forests. By creating a pan-Commonwealth network of forest conservation projects, the QCC will mark Her Majesty the Queen's service to the Commonwealth while conserving indigenous forests for future generations.

I understand that climate change and environmental protection are concerns for the Church of England, and that the Church is specifically committed to reducing its carbon footprint. Might I suggest, therefore, that accepting this tree might also form part of your own environmental campaign?

If you would like to take part in the initiative, please send an email to frank.field.mp@parliament.uk, including the best address for delivery.

Some further information:

- The trees are all UK sourced and grown and are likely to be either a Hazel, Birch or Rowan.*
- They will be delivered in time for planting season in October*
- The trees will be just 40-60cm in height on delivery and will grow to approximately 8-10m.*
- Full instructions for planning and maintenance will be sent out with the tree.*
- The tree could be planted as an individual specimen, as long as it is properly protected, or as part of existing planting.*

I do hope you will take up this offer.

6.2 Financial Implication

6.2.1 There is no financial implication arising from this report. There is minimal staff impact which will be absorbed in the routine business of the team.

6.3 Recommendation

6.3.1 That the Committee accepts the offer of trees. (*Delegated to the Town Clerk all aspects including location to discharge this decision. Completion by 30th November 2019. Financial Implication £0.*)

STRATEGIC PLAN AREA: RESIDENTS LIFESTYLE OUTDOOR

(End)

Report Author:

Claire Commons CerTHE PSLCC, Town Clerk and RFO

7 Barton Hill

To recommend to the General Management Committee leasing of Barton Hill Grounds Unit for
community use (5 mins)

7.1 Summary

- 7.1.1 This item more correctly sits with the General Management Committee as it relates to management of assets.
- 7.1.2 The proposal has come following discussions with various community groups in the town to facilitate bringing the building back into practical use and enabling community groups a much-needed storage space.
- 7.1.3 This agenda serves as a placeholder for a presentation from the community groups to this item for onward recommendation to the General Management Committee.
- 7.1.4 Please refer to your councillor digest for further information.

7.2 Financial Implication

- 7.2.1 There will be nominal legal costs for the drawing up of an agreement if this item progresses.

7.3 Recommendation

- 7.3.1 That the Committee recommends to the General Management Committee the refurbishment and lease of Barton Hill unit to Shaftesbury Community Organisations to store equipment, signage and event related resources.

STRATEGIC PLAN AREA: ASSET MANAGEMENT

(End)

Report Author:

Claire Commons CertHE PSLCC, Town Clerk and RFO