



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, 18 February 2020 commencing at 7:32pm.

Members Present

Councillor Hollingshead (Chair)
 Councillor Chase
 Councillor Lewer
 Councillor Hall
 Councillor Tippins

Councillor Loader
 Councillor Prichard
 Councillor Yeo
 Councillor Welch

Absent:

Councillor Proctor, Cook and Brown

Officers Present:

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

In Attendance:

8 members of the public
 1 member of the press

MINUTES**F80 Election of Chairman**

It was **PROPOSED** and **RESOLVED** that Councillor Hollingshead would Chair this meeting in the absence of the Chair and Vice Chair.

Proposed by Cllr Chase		
Seconded by Cllr Loader		
In Favour	5	Cllrs Lewer, Welch, Loader, Prichard and Chase
Against	2	Cllrs Yeo and Tippins
Abstentions	1	Cllr Hollingshead
MOTION CARRIED		

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.

- Zero Carbon Future Event – Details for a talk regarding the climate emergency were detailed and all were invited to attend.

Meeting Commenced: 7.35 pm

Councillor Yeo requested that all voting be recorded by names for the minutes of this meeting.

F81 Apologies

Apologies were received and accepted from Councillor Proctor due to personal commitments and from Councillors Brown and Cook for commitments with Dorset Council. It was noted Councillor Hall would be late arriving due to work commitments.

Proposed by Cllr Welch		
Seconded by Cllr Lewer		
In Favour	5	Cllrs Lewer, Welch, Loader, Prichard and Chase
Against	2	Cllrs Yeo and Tippins
Abstentions	1	Cllr Hollingshead
MOTION CARRIED		

F82 Declarations of Interest and Dispensations

All members were invited to declare any interests throughout the meeting if the need arose. Councillor Yeo declared an interest in Item 18, Member Motion- East Shaftesbury Spine Road as a resident on the Eastern Development.

F83 Minutes

Minutes of the 14th January 2020 were received. Subject to the amendments below it was **RESOLVED** to approve the minutes from the Full Council meeting held on Tuesday, 14 January 2020 and the minutes were duly signed.

Amendments:

Ref F69 - Change Pritchard to Prichard

Ref F73d – Remove Cllrs Prichard, Brown and Welch from the voting record.

Ref F76c – Amend the number of votes to the correct count

Proposed by Cllr Lewer		
Seconded by Cllr Prichard		
In Favour	5	Cllrs Lewer, Welch, Loader, Prichard and Chase
Against	2	Cllrs Yeo and Tippins
Abstentions	1	Cllr Hollingshead
MOTION CARRIED		

Councillor Tippins requested that the following statement she made be formally minuted.

‘I have a complaint against the Town Clerk for delegating the approval of the salary budget line to the Human Resources committee. The HR committee has got no authority to sign off the salary budget line.’

F84 Reports

Officer report 0220FC4 was received and noted.

F85 Shaftesbury Football Club

Officer report 0220FC5 was received and noted.

F86 Payments

Officer report 0220FC6 was received and it was **RESOLVED** to approve the payments and transfer £70,000 from CCLA to the Town Council's current account and the resulting bank balance were noted.

Proposed by Cllr Lewer		
Seconded by Cllr Chase		
In Favour	7	Cllrs Lewer, Tippins, Welch, Yeo Loader, Prichard and Chase
Against	0	
Abstentions	1	Cllr Hollingshead
MOTION CARRIED		

F87 Meeting Start Time

Officer report 0220FC7 was received and it was **RESOLVED** to amend the start time of all Council meetings to 7pm with immediate effect.

Proposed by Cllr Yeo		
Seconded by Cllr Lewer		
In Favour	3	Cllrs Yeo, Lewer and Loader
Against	2	Cllrs Chase and Welch
Abstentions	3	Cllr Hollingshead, Tippins and Prichard
MOTION CARRIED		

F88 Human Resources Outsource

Officer report 0220FC8 was received and it was **RESOLVED** to award the contract for HR provision to Peninsula. (*Delegated to the Town Clerk all aspects in awarding and managing this contract. Financial Implication £2,581.20 per annum.*)

Proposed by Cllr Chase		
Seconded by Cllr Welch		
In Favour	4	Cllrs Lewer, Welch, Loader and Chase
Against	2	Cllrs Yeo and Tippins
Abstentions	2	Cllr Hollingshead and Prichard
MOTION CARRIED		

F89 Asset Review

Officer report 0220FC9 was received and it was **RESOLVED**:

F89a To purchase 2 Kabota ride on mowers and part exchange the redundant and unsuitable equipment as described in section 1 of this report.

F89b To select EG Coles as the preferred supplier; based on cost (including discount) and part-exchange value committing to a total spend of £20,286

Proposed by Cllr Prichard		
Seconded by Cllr Welch		
In Favour	7	Cllrs Lewer, Welch, Loader, Prichard, Chase, Yeo and Tippins
Against	0	
Abstentions	1	Cllr Hollingshead
MOTION CARRIED		

F90 Southern Slopes

Officer report 0220FC10 was received and it was **RESOLVED**:

F90a To delegate to the Town Clerk expenditure up to £5,000 for this project (within budget lines for this project) to allow swift progress of securing contracted works and ordering of materials.

F90b To adopt the Southern Slopes Management Plan and delegates all decisions for its implementation to the Town Clerk and the ROSE Committee in accordance with the Council's Financial Regulations and any specific delegations resolved upon. *(Delegated to the Town Clerk all aspects in delivering this project including expenditure up to £5,000 within budget lines.)*

Proposed by Cllr Prichard		
Seconded by Cllr Chase		
In Favour	7	Cllrs Lewer, Welch, Loader, Prichard, Chase, Yeo and Tippins
Against	0	
Abstentions	1	Cllr Hollingshead
MOTION CARRIED		

8.25pm – Councillor Hall arrived at this point.

F91 Coppice Street Land Adjacent to Tesco

Officer report 0220FC11 was received and it was **RESOLVED** that Councillor Chase as lead councillor, with the support of Councillors Brown and Hall, support the development of the Coppice Street Carpark project plan with the Business Manager. *(Delegated to the Town Clerk all aspects in developing this project plan, to be brought back to the Council or delegated Committee for adoption at the appropriate point.)*

Proposed by Cllr Chase		
Seconded by Cllr Welch		
In Favour	4	Cllrs Lewer, Welch, Prichard and Chase
Against	2	Cllrs Yeo and Tippins
Abstentions	3	Cllr Hollingshead, Hall and Loader
MOTION CARRIED		

F92 Civic Role

Officer report 0220FC12 was received and it was **RESOLVED** to adopt the Civic Role protocol and amend Standing Orders to reflect the voting arrangements.

Proposed by Cllr Chase		
Seconded by Cllr Lewer		
In Favour	7	Cllrs Lewer, Welch, Hall, Loader, Prichard, Chase and Tippins
Against	1	Cllrs Yeo
Abstentions	1	Cllr Hollingshead
MOTION CARRIED		

F93 Brand Identity Tender

Officer report 0220FC13 was received and it was **RESOLVED**:

F93a To approve the content of the Branding Proposal tender document.

F93b To approve the sum of £5,000 allocated from the £50,000 budget (line 4912) to manage the branding process as part of the tourism marketing strategy.

- F93c That a panel of representatives will recommend the contractor from the tenders received to Full Council. The panel will include the Town Clerk and Business Manager in collaboration with the Lead Councillor and Chair of Visitor Experience Advisory Committee.

Proposed by Cllr Hall		
Seconded by Cllr Lewer		
In Favour	7	Cllrs Lewer, Welch, Loader, Prichard, Chase, Yeo and Hall
Against	1	Cllrs Tippins
Abstentions	1	Cllr Hollingshead
MOTION CARRIED		

F94 Digital Marketing SLA Tender Document

Officer report 0220FC14 was received and it was **RESOLVED**:

- F94a To approve the content of the SLA Digital Marketing tender document.
- F94b To approve the sum of £8,000 allocated from the £22,000 budget (line 4352) to manage the Digital Marketing SLA as part of the tourism marketing strategy.
- F94c That a panel of representatives will recommend the contractor from the tenders received to Full Council. The panel will include the Town Clerk and Business Manager in collaboration with the Lead Councillor and Chair of Visitor Experience Advisory Committee.

Proposed by Cllr Hall		
Seconded by Cllr Chase		
In Favour	7	Cllrs Lewer, Welch, Loader, Prichard, Chase, Yeo and Hall
Against	1	Cllrs Tippins
Abstentions	1	Cllr Hollingshead
MOTION CARRIED		

F95 VE day

Officer report 0220FC15 was received and it was **RESOLVED** to provide 2 free sessions of Hall Hire to the Silver Band and the Choir in lieu of performing at the VE Day celebrations.

Proposed by Cllr Hall		
Seconded by Cllr Prichard		
In Favour	7	Cllrs Lewer, Welch, Loader, Prichard, Tippins, Yeo and Hall
Against	0	
Abstentions	2	Cllr Hollingshead and Chase
MOTION CARRIED		

F96 Terms of Reference

Officer report 0220FC16 was received and it was **RESOLVED** that this item be deferred to the next Full Council meeting to allow the Chairman of this Council to sit with the Chairs of all the committees along with the Town Clerk, to review and amend where necessary the existing Terms of Reference.

Proposed by Cllr Hollingshead		
Seconded by Cllr Lewer		
In Favour	7	Cllrs Lewer, Hollingshead, Welch, Loader, Prichard, Chase and Hall
Against	2	Cllrs Tippins and Yeo

Abstentions	0	
MOTION CARRIED		

F97 Member Motion – LEP Funding

Officer report 0220FC17 was received and it was **RESOLVED** that Shaftesbury Town Council considers submitting a LEP funding bid equivalent in value to the Gillingham LEP funding of £3.4m, subject to seeking clarification from Dorset Council and from Dorset LEP on funding sources and submission process.

Proposed by Cllr Tippins		
Seconded by Cllr Loader		
In Favour	7	Cllrs Lewer, Welch, Loader, Prichard, Chase, Tippins, Yeo and Hall
Against	0	
Abstentions	1	Cllr Hollingshead
MOTION CARRIED		

F98 Member Motion – East of Shaftesbury Spine Road

Officer report 0220FC18 was received;

- F98a It was **PROPOSED** that Shaftesbury Town Council approves of spending £5,000 out of General Reserves for the engagement of a private consultant to look into the spine road.

Proposed by Cllr Yeo		
Seconded by Cllr Tippins		
In Favour	2	Cllrs Yeo and Tippins
Against	3	Cllrs Lewer, Welch and Chase
Abstentions	4	Cllr Hollingshead, Loader, Prichard, and Hall
MOTION FELL		

- F98b It was **RESOLVED** to delegate to the Town Clerk to find an appropriate professional to seek advice on the spine road, to initially approach the two planning consultants known by Councillor Tippins, to request a schedule of works and quotes and bring back to Full Council for a decision.

Proposed by Cllr Welch		
Seconded by Cllr Hall		
In Favour	7	Cllrs Lewer, Welch, Loader, Tippins, Prichard, Chase, Yeo and Hall
Against	0	
Abstentions	1	Cllr Hollingshead
MOTION CARRIED		

ACTION: FINANCE AND SERVICES OFFICER

ACTION: TOWN CLERK

With remaining business confirmed for inclusion on the next Full Council agenda, the meeting was closed at 9.32 pm

Signed

Date

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