



## SHAFTESBURY TOWN COUNCIL

## Full Council Meeting

Minutes of the Full Council Meeting held online via Zoom on **Tuesday, 20 April 2021** commencing at 7 pm.

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Councillor Hollingshead (Chair)  
Councillor Tippins  
Councillor Brown  
Councillor Cook  
Councillor Proctor

Councillor Yeo  
Councillor Chase  
Councillor Lewer  
Councillor Welch  
Councillor Loader

**Members Absent**

Councillor Hall

**Officers Present:**

Claire Commons, Town Clerk  
Brie Logan, Business Manager  
Zoe Moxham, Office Administrator  
1 member of the press  
6 members of the public

**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. The following matters were raised;

**Mampitts Bus Gate** – Concern was expressed regarding plans to install the bus gate whilst there is no North to South Spine Road on the eastern development. Concern was also expressed that the discussion for the Mampitts Bus Gate was not on tonight's agenda. Support for the installation of the Bus Gate was also expressed.

**Committee Membership** – Concern was expressed that Councillor's Yeo and Tippins had not been voted on to any council committees.

**Digital Meetings** – A request was made for all councillors to have their video on during zoom meetings.

**The meeting commenced at 7.12 pm.**

**F76 Apologies**

F76a Councillor Hollingshead reported that Councillor Hall would be attending late due to work commitments.

**F77 Declarations and Dispensations**

- F77a All members were invited to declare any interests throughout the meeting if the need arose. Councillors Cook declared an interest in Items 9 and 10, Planning Applications and item 15 Spine Road as a member of Dorset Council's Planning Committee.
- F77b Councillor Yeo requested recorded votes for all decisions taken during the meeting.<sup>1</sup>
- F77c Councillor Yeo informed the meeting that he would be recording this meeting.
- F77d Councillor Yeo declared that he was a resident on the eastern development.
- F77e The Clerk had received no dispensations for the meeting.

**F78 Minutes**

- F78a Minutes from the Full Council meeting held on 9<sup>th</sup> March 2021 were received and it was **RESOLVED** that the minutes be approved for signing as a true record of the decisions taken.

Proposed by Cllr Cook		
Seconded by Cllr Chase		
In Favour	8	Cllrs Brown, Cook, Chase, Hollingshead, Lewer, Loader, Proctor, Welch
Against	2	Cllr Yeo, Tippins
Abstentions	0	
<b>MOTION CARRIED</b>		

ACTION: OFFICE ADMINISTRATOR

**F79 Reports for Information**

- F79a Officer report 0421FC4 was received and noted. The following reports were made:
- F79b Councillor Chase reported that work on the Football Pitch was starting tomorrow and that an engagement exercise had been carried with nearby residents and individuals that currently use the car park. Support has been expressed for the project and the plan is for it to be completed in time for the football season. Funding for this project has been met through a Public Works Loan, S106 funds and a benefactor that has offered to meet any shortfall. The initial work is being carried out at no cost by the Football Club and contractors will be starting in May when all conditions for the Public Works Loan will have been met.
- F79c Councillor Brown responded to questions regarding the Digital Branding project and reported that the tourism board were involved at the outset of the project, however, had chosen to no longer be involved. He added that the branding logo

<sup>1</sup> Standing Order 3s - at the request of a councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave his vote for or against that question. Such a request shall be made before moving on to the next item of business on the agenda.

design had been created by experts and as with all design work is subjective to each individual.

F79d Councillor Hollingshead reported that he had been pleased to attend the minute silence for death of Prince Phillip outside the Town Hall with the Town crier.

F79e Dorset Councillor Derek Beer reported on the following:

- **Return to Office at Dorset Council** – despite general concerns regarding a return to the offices, he is looking forward to being able to meet face to face with relevant officers to pass on concerns and resolve any queries from electors.
- **Transport** – Many areas are requesting an increase of Bus services. The service for the Eastern Development has funding for three years and if the service proves to stand then it will continue. If the service is not being used enough a review will have to be made.
- **Facilities** – Interest has been expressed from many community groups regarding the use of Facilities at the St Marys School site.
- **Spine Rd** – Years of planning went in to the eastern development and the Sine Road was an integral part of this plan, as was the Mampitts Bus Gate.

F79f Dorset Councillor Tim Cook reported that the consultation running by Dorset Council for the St Mary's School site had overwhelming support for an educational facility. The plans for using the external facilities at the site will take a back seat whilst the educational facilities are set up, so it may be while until they will be used again.

F79g Councillor Piers Brown reported that Shaftesbury should be proud that more shops are now open on the high street than at the beginning of lockdown. Dorset Council officers visited last week and were delighted to see how pedestrianisation had benefited the community.

## F80 Committee Reports

F80a Officer report 0421FC5 was received and noted, it was **RESOLVED**;

F80b To delegate to the Clerk the management of documents provided by the Council's External Human Resources Provider. Any contradictions with existing council policy to be resolved by the Human Resources Committee. Documents to be made available for viewing by members on request subject to any extant data protection matters.

F80c To resolve to work with the statutory authorities and other agencies to find ways to manage the historic issues and work on a potential solution as recommended by the Planning and Highways Committee.

F80d To adopt the Anti Bribery Policy and Grant Awarding Policy as recommended by the General Management Committee.

Proposed by Cllr Cook		
Seconded by Cllr Lewer		
In Favour	8	Cllrs Brown, Cook, Chase, Hollingshead, Lewer, Loader, Proctor, Welch
Against	2	Cllr Yeo, Tippins

Abstentions	0
<b>MOTION CARRIED</b>	

**ACTION: TOWN CLERK AND OFFICE ADMINISTRATOR**

## F81 Payments

- F81a Officer report 0421FC6 was received and it was **RESOLVED** to approve the payments from the Town Council's current account totalling £16,612.23 and minute the resulting bank balance of £141,786

Proposed by Cllr Chase	
Seconded by Cllr Lewer	
In Favour	10
Cllrs Brown, Cook, Chase, Hollingshead, Lewer, Loader, Proctor, Welch, Yeo, Tippins	
Against	0
Abstentions	0
<b>MOTION CARRIED</b>	

**ACTION: FINANCE AND SERVICES OFFICER**

## F82 Upcoming Meetings

- F82a Officer report 0421FC7 was received.

- F82b It was **PROPOSED** that all powers related to the carrying out of council business be temporarily delegated to the town clerk until such time as the UK government roadmap reaches step 4 or the government legislates to enable formal council meetings to convene online. That unofficial online meetings shall continue in line with the council's schedule and under the council's standing orders and that all decisions that would otherwise be made by the corporate body shall be brought to these meetings and that the officers shall act in line with the expressed wish of the corporate body.

- F82c An **AMENDMENT** was **PROPOSED** that all council meetings be held in the Guild Hall and that members of the public are invited to attend the meeting.

Proposed by Cllr Tippins	
Seconded by Cllr Yeo	
In Favour	5
Cllrs Tippins, Yeo, Loader, Cook, Brown	
Against	5
Cllrs Lewer, Proctor, Welch, Chase, Hollingshead	
Abstentions	0
Casting Vote – Cllr Hollingshead voted Against	
<b>AMENDMENT FELL</b>	

- F82d The following **PROPOSAL** was **RESOLVED**; That all powers related to the carrying out of council business be temporarily delegated to the town clerk until such time as the UK government roadmap reaches step 4 or the law changes to enable formal council meetings to convene online. That unofficial online meetings shall continue in line with the council's schedule and under the council's standing orders and that all decisions that would otherwise be made by the corporate body shall be brought to these meetings and that the officers shall act in line with the expressed wish of the corporate body.

Proposed by Cllr Chase	
Seconded by Cllr Proctor	
In Favour	5
Cllrs Cook, Chase, Hollingshead, Proctor, Welch	
Against	5
Cllr Yeo, Tippins, Brown, Lewer, Loader	

Abstentions	0	
Casting Vote – Cllr Hollingshead voted In Favour		
<b>MOTION CARRIED</b>		

ACTION: TOWN CLERK

**F83 War Memorial**

F83a Officer report 0421FC8 was received and it was **RESOLVED** to authorise the Town Clerk to seek recommendation on the cleaning and repair schedule for its monuments and memorials noting that this excludes the monument at the Mampitts Cemetery which is the responsibility of Shaftesbury Charitable Trust.

Proposed by Cllr Yeo		
Seconded by Cllr Chase		
In Favour	9	Cllrs Brown, Cook, Chase, Hollingshead, Lewer, Loader, Welch, Tippins, Yeo
Against	0	
Abstentions	1	Cllr Proctor
<b>MOTION CARRIED</b>		

ACTION: TOWN CLERK

**F84 Planning Applications**

F84a Officer report 0421FC9 was received and it was **RESOLVED** to submit the following comments;

F84b P/HOU/2021/00216  
 Proposal: Erection of single storey garage and guest accommodation building with link to dwelling (removal of existing garage and garden shed)  
 Location: 15 Tanyard Lane, Shaftesbury, Dorset, SP7 8HW - **Objection**

Proposed by Cllr Lewer		
Seconded by Cllr Chase		
In Favour	5	Cllrs Brown, Chase, Lewer, Loader, Welch
Against	1	Cllr Yeo
Abstentions	3	Cllrs Hollingshead, Proctor, Tippins
<b>MOTION CARRIED</b>		

F84c P/LBC/2021/00172  
 Proposal: Replace corrugated iron roof with plain clay tiles with new supporting structure. Remove part rear extension and roof, and erect rear extension and replace roof to lean-to.  
 Location: 33 St James Street, Shaftesbury, Dorset, SP7 8HF – **This application was not discussed as no documents available.**

F84d P/HOU/2021/00041  
 Proposal: Erect a single storey rear extension (demolish existing).  
 Location: 28 Bimport, Shaftesbury, Dorset, SP7 8AZ – **This application had already been responded to, no further comments were made.**

F84e **Planning Appeal A/2/2020/0562/FUL – 4 Haines Lane**

F84f Officer report 0421FC10 was received and the following was **RESOLVED** to submit no further comments as the committee had already submitted a comment for planning application at the initial consultation stage.

Proposed by Cllr Chase		
Seconded by Cllr Lewer		
In Favour	5	Cllrs Brown, Chase, Hollingshead, Lewer, Welch
Against	1	Cllr Yeo
Abstentions	3	Cllr Tippins, Proctor, Loader
<b>MOTION CARRIED</b>		
<b>ACTION: TOWN CLERK AND BUSINESS MANAGER</b>		

**F85 Coppice Street - Car Park 1 and 2 Tender Document**

F85a Officer report 0421FC11 was received.

F85b Tender documents had been previously provided to all councillors. It was **PROPOSED** to adopt the tender documents for submission to contract finder.

F85c An **AMENDMENT** was **PROPOSED** to engage an independent auditor and a district valuer to charge the Football Club rent for the instalment of the 3G pitch.

Proposed by Cllr Tippins		
Seconded by Cllr Yeo		
In Favour	2	Cllrs Tippins, Yeo
Against	8	Cllrs Brown, Cook, Chase, Hollingshead, Lewer, Loader, Proctor, Welch
Abstentions	0	
<b>AMENDMENT FELL</b>		

F85d The **PROPOSAL** at F85b was **RESOLVED**.

Proposed by Cllr Chase		
Seconded by Cllr Brown		
In Favour	6	Cllrs Brown, Cook, Chase, Hollingshead, Proctor, Welch
Against	4	Cllrs Lewer, Tippins, Yeo, Loader
Abstentions	0	
<b>MOTION CARRIED</b>		
<b>ACTION: BUSINESS MANAGER</b>		

**F86 Suspend Standing Orders**

F86a It was **PROPOSED** to suspend standing orders to allow the meeting time to be extended in order to discuss items 14 and 15

Proposed by Cllr Yeo		
Seconded by Cllr Tippins		
In Favour	4	Cllrs Cook, Chase, Yeo, Tippins
Against	5	Cllrs Lewer, Welch, Hollingshead, Loader, Proctor
Abstentions	1	Brown
<b>MOTION FELL</b>		

There being no further business the meeting was closed at 9.24pm.

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These minutes were adopted on 27<sup>th</sup> July 2012 under minute reference F03b as a true record of the decisions taken and are duly signed below by the chair of that meeting.