



# Shaftesbury Town Council

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To: Members of Shaftesbury Town Council's Recreation, Open Spaces and Environment Committee (ROSE), Councillors Hall, Loader, Brown, Lower, Proctor and Cook

You are invited to an **INFORMAL 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 pm on **Tuesday 08 June 2021** [online at Zoom.us](https://www.zoom.us/j/89042416010). Meeting ID: 890 4241 6010

All other recipients for information only

Claire Commons FdA (Comm Gov), Fellow SLCC, Town Clerk and RFO  
2<sup>nd</sup> June 2021

## Online Meeting Arrangements

The legislation introduced by the government, to allow for online meetings during the pandemic, ceased on 6th May 2021 and the facility to meet and make decisions using virtual meeting arrangements is no longer lawful. A Scheme of Delegation to the proper officer of the town council was therefore approved on 20th April 2021. (Local government Act, 1972 s.101), and – for full openness, transparency and democracy – Councillors will hold discussions in an online meeting to enable the Proper Officer to make informed decisions.

## Public Participation

Due to the current government coronavirus response, the Town Council will be meeting online. Members of the public are encouraged to submit their questions or comments under 'Public Participation' in advance of the meeting to the Chairman and these will be made available to all Councillors. Members of the public may also link in to observe the meeting using the details above. ([Local Government Act, 1972 s.100](#))

## The 7 principles of public life

Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership  
([Committee on Standards in Public Life, 1995](#))

## Agenda

- 1 **APOLOGIES** .....4  
To receive and consider for acceptance, apologies for absence .....(1 min)  
([Local Government Act, 1972 s.85](#))
- 2 **DECLARATIONS OF INTEREST** .....4  
To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. ....(1 min)

<b>3</b>	<b>MINUTES .....</b>	<b>5</b>
	To receive the minutes of the previous meeting of the General Management Committee ahead of formally adopting the minutes at the next convened meeting of the committee. (1 min) (Local Government Act, 1972 Sch 12) (Shaftesbury Town Council Scheme of Delegation, 2021)	
<b>4</b>	<b>OFFICER REPORTS .....</b>	<b>6</b>
	To receive reports pertaining to the Recreation, Open Spaces and Environment committee.....(5 min) (Local Government Act, 1972 Sch 12)	
<b>5</b>	<b>MEMBERS MOTION - PERSIMMONS AND WINCOMBE PARK PATH.....</b>	<b>7</b>
	To consider a members Motion regarding access from Wincombe Park to the Persimmon Homes Development. ....(10 min) (Town and Country Planning Act, 190 sch.1 para.8)	
<b>6</b>	<b>IMPROVEMENTS TO WINCOMBE RECREATION GROUND.....</b>	<b>9</b>
	To consider replacing benches and improving the path at Wincombe Recreation Ground .....(10 mins) (Shaftesbury Town Council Scheme of Delegation, 2021)	
<b>7</b>	<b>WILDFLOWER VERGE MANAGEMENT PLAN.....</b>	<b>11</b>
	To agree the approach to develop the Wildflower verge management plan.....(10 mins) (Shaftesbury Town Council Scheme of Delegation)	
<b>8</b>	<b>PARKING OPTIONS.....</b>	<b>13</b>
	To consider an area of Cockrams for temporary over-flow parking (10 mins) (Shaftesbury Town Council Scheme of Delegation)	
<b>9</b>	<b>NEW LITTER BINS .....</b>	<b>14</b>
	To agree the transfer of funds for Litter Bins .....(10 mins) (Shaftesbury Town Council Scheme of Delegation)	
<b>10</b>	<b>CASTLE HILL MANAGEMENT PLAN .....</b>	<b>15</b>
	To consider approving the new 5 year Management Plan for Castle Hill .....(10 mins) (Shaftesbury Town Council Scheme of Delegation)	
<b>11</b>	<b>A30 ALLOTMENTS SCREENING .....</b>	<b>16</b>
	To consider agreeing a change to the screening option for houses neighbouring the A30 Allotments.....(10 mins) (Shaftesbury Town Council Scheme of Delegation)	
<b>12</b>	<b>COPPICE STREET PLAY AREA FENCING.....</b>	<b>17</b>
	To consider proceeding with this project and sourcing comparable quotes.....(10 mins) (Shaftesbury Town Council Scheme of Delegation, 2021)	
<b>13</b>	<b>PARK WALK ACCESS.....</b>	<b>18</b>
	To receive and note a report regarding the access to Love Lane from Park Walk. (10 mins) (Shaftesbury Town Council Scheme of Delegation)	
<b>14</b>	<b>AMBASSADOR PROGRAMME .....</b>	<b>19</b>
	To consider Shaftesbury being part of the Dorset Volunteer Ambassador programme..(10 mins) (Shaftesbury Town Council Scheme of Delegation)	
<b>15</b>	<b>ASSET DISPOSAL .....</b>	<b>21</b>
	To consider part exchange of one of the Council's mowers .....(5 mins) (Shaftesbury Town Council Scheme of Delegation)	

(End)

Anticipated meeting end time 8:50pm

## **References**

Committee on Standards in Public Life, 1995. *The seven principles of public life*. [Online]

Available at: <https://www.gov.uk/government/publications/the-7-principles-of-public-life>

Local Government Act, 1972 s.100. *Admission of public and press to local authority committee meetings*. [Online].

Local Government Act, 1972 s.85. *Vacation of office by failure to attend meetings*. [Online].

Local Government Act, 1972 Sch 12. *Meetings and Proceedings of Local Authorities*. [Online].

Planning and Highways Committee Terms of Reference, 2019. *Planning and Highways Terms of Reference*. [Online]

Available at: <https://www.shaftesbury-tc.gov.uk/wp-content/uploads/2020/01/2019-07-23-Adopted-TERMS-OF-REFERENCE.pdf>

Shaftesbury Town Council Code of Conduct, 2019. *Code of Conduct*. [Online]

Available at: [https://www.shaftesbury-tc.gov.uk/images/STC\\_Code\\_of\\_Conduct\\_2012.pdf](https://www.shaftesbury-tc.gov.uk/images/STC_Code_of_Conduct_2012.pdf)

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

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations, 2020 . [Online].

Town and Country Planning Act, 1990 sch.1 para.8. *LPA notify parish of Planning Applications*. [Online]

Available at: <https://www.legislation.gov.uk/ukpga/1990/8/schedule/1/paragraph/8>

## 1 Apologies

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

[\(Local Government Act, 1972 s.85\)](#)

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### 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.

## 2 Declarations of Interest

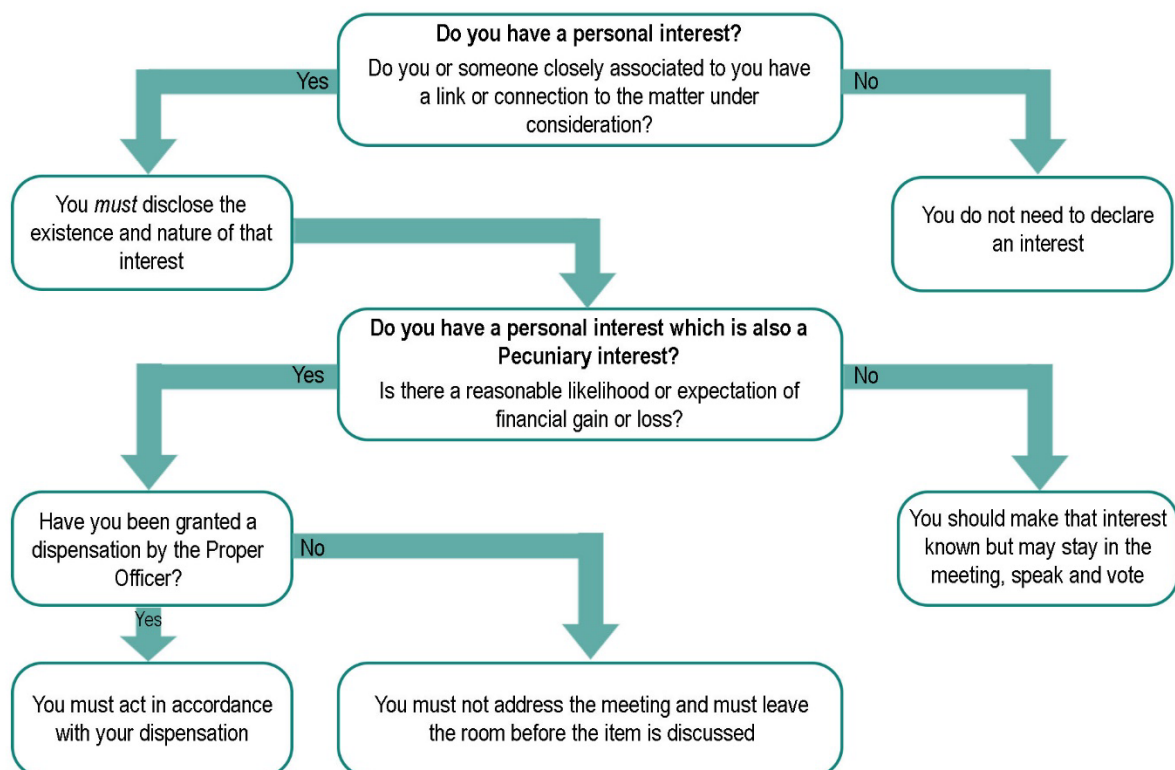
To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. (1 min)

[\(Shaftesbury Town Council Code of Conduct, 2019\)](#)

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### 2.1 Background

- 2.1.1 Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct 2019. 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 Code of Conduct, 2019)



### **3 Minutes**

To receive the minutes of the previous meeting of the General Management Committee ahead of formally adopting the minutes at the next convened meeting of the committee. (1 min)

[\(Local Government Act, 1972 Sch 12\) \(Shaftesbury Town Council Scheme of Delegation, 2021\)](#)

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#### **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 Shaftesbury Town Council 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.
- 3.1.3 The draft minutes cannot be resolved under the scheme of delegation.
- 3.1.4 If it is necessary for the draft minutes of the previous meeting to be corrected because of inaccuracies then the amendments to the draft minutes must be approved by resolution. (Tharmarajah, 2013, p. 154).
- 3.1.5 If inaccuracies are found in the minute dated 23/3/2021, then the committee must resolve the amendments at the next formally convened meeting of the committee.
- 3.1.6 [23<sup>rd</sup> March 2021](#)

#### **3.2 Minutes to be received and noted – formal adoption of these minutes to be resolved on 10<sup>th</sup> July 2021**

## **4 Officer Reports**

To receive reports pertaining to the Recreation, Open Spaces and Environment committee.

(5 min)

[\(Local Government Act, 1972 Sch 12\)](#)

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### **4.1 Summary**

- 4.1.1 Reports provided within this item are to be received, they provide updates on decisions already taken by the Committee and actions taken under the Scheme of Delegation (where not previously reported). Along with any other matters pertaining to this committee.

### **4.2 Updates to note**

- 4.2.1 Foliage on Gold Hill – Dorset Rangers will be cutting back vegetation on Gold Hill wall at the beginning of June. Other issues in relation to vegetation on the cobbles is being pursued with Highways and Conservation Officers at Dorset Council.
- 4.2.2 Litter Bins – Guys Marsh are still in lockdown – awaiting an update from HMP lead officer.

### **4.3 Town Tree plan - [review of year 1 planting – Link here](#)**

- 4.3.1 Jubilee Railings – Quotes being sought, will be an agenda Item on the next ROSE committee meeting July 13<sup>th</sup>.
- 4.3.2 St James Play Area – Quotes being sought, will be an agenda Item on the next ROSE committee meeting July 13<sup>th</sup>.

### **4.4 Recommendation**

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

### **4.5 Reason for Recommendation**

- 4.5.1 There are no items of business identified for decision. This report provides updates on previous decisions and decisions taken under the scheme of delegation.

(End)

Report Author: Zoe Moxham, Officer Administrator

## **5 Members Motion - Persimmons and Wincombe Park Path**

To consider a members Motion regarding access from Wincombe Park to the Persimmon Homes Development. (10 min)

(Town and Country Planning Act, 190 sch.1 para.8)

To be considered by (please delete as applicable)	Recreation, Open Spaces and Environment
Title of Motion (equivalent to an agenda heading)	Form pedestrian access from The Bluebells into Wincombe Park
Proposed by	Phil Proctor
Seconded by	Alex Chase
Supported by (in accordance with Standing Order 26b)	Andy Hollingshead
Proposed Resolution	That the council contact Persimmon Homes to negotiate to form a pedestrian access from the The Bluebells through the fence into Wincombe Park, and form a path linking through to the perimeter path.
Background (provided by the proposer)	Historically there was an access in this corner of the Park, and currently there is no access for the new residents to get into the park nor cross the park to the primary school.
Background (provided by the Proper Officer)	No additional information to add
Financial implication (anticipated by the proposer)	A legal agreement where we may have to pay Persimmons legal fees £2k, our legal fee £1k, form the path - own staff winter job.
Financial implications (anticipated by the Proper Officer)	Costs have not been sought to verify the estimated costs above.
Legal implications	The Council has the legal authority to maintain its open spaces. Details on the ongoing maintenance of the path will need to be resolved, particularly if any relates to pathways beyond the boundary of Wincombe Recreation Ground

Risks	None identified at this point.
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## **6 Improvements to Wincombe Recreation Ground**

To consider replacing benches and improving the path at Wincombe Recreation Ground

(10 mins)

[\(Shaftesbury Town Council Scheme of Delegation, 2021\)](#)

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### **6.1 Summary**

- 6.1.1 Various matters have been raised either by members of the public or staff in relation to Wincombe Recreation Ground. These are set out below.

#### **Replacement Benches**

- 6.1.2 Two of the rustic log benches at Wincombe have been removed as they have become rotten. The cost of replacing 2 rustic log benches at Wincombe will be in the region of £175.

#### **Water Logged Path**

- 6.1.3 The path at Wincombe becomes very waterlogged in sections. Advice has been sought on how to resolve this. Raising the path in sections with the correct materials and flattening this with a hired Wacker. The estimated to cost £100 plus grounds time/labour.
- 6.1.4 It may be noted that the issue with waterlogging in Wincombe Recreation Ground has increased in recent years. The neighbouring development has seen the removal of a dew pond and the surrounding developments have also removed natural water disbursement.



#### **Southwest Access**

- 6.1.5 High use of the access in the southwest corner of the recreation ground has created erosion of the ground adjacent to the path creating hazards in the form of protruding rocks and a slippery surface when wet.
- 6.1.6 Suggestions are sought to make this area safe and could include installing a short length of post and rail fence, a bench or other solutions that members may like to put forward.

### **6.2 Scheme of Delegation**

- 6.2.1 The Committee is delegated consider the following matters - the strategic management of the Council's services for which there is a previously approved revenue budget of all matters relating to: i) Environmental Services which includes– Facilities, Street Scene, Parks & Open Spaces, Cemeteries ii) Business Services which includes the Guildhall, The Charter Market, Markets and Events iii) Community Services

### **6.3 Legal Implication**

- 6.3.1 The Council has the power to do anything that will facilitate the discharge of its duties. (Local Government Act, 1972 s.111)

#### **6.4 Financial Implication**

- 6.4.1 Repairs & Maintenance current expenditure (including £584 committed) is £2,378 from a budget of £3,000. Funds available £622 This is due to unbudgeted expenditure on St James Street re-painting yellow lines and clearing of Gold Hill wall.

#### **6.5 Recommendation**

That the committee agrees to undertake the following improvements at Wincombe Recreation Ground;

- 6.5.1 Purchase two replacement rustic log benches.
- 6.5.2 Repairs be carried out to the sections of path that become waterlogged.
- 6.5.3 Southwest access improvements to be identified by members of the Committee
- 6.5.4 Delegating the next steps to the Town Clerk to manage under the Scheme of Delegation as per the Full Council resolution dated 20/4/2021. This decision will be reported to the next formally convened (in person) meeting of the Council for noting.

(End)

Report Author: Zoe Moxham, Officer Administrator

## **7 Wildflower Verges Management Plan**

To agree the approach to develop the Wildflower verge management plan (10 mins)

(Shaftesbury Town Council Scheme of Delegation)

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### **7.1 Summary**

- 7.1.1 The council resolved to undertake a trial of wildflower verges in 2020 and based on positive community feedback the zones were extended in 2021.
- 7.1.2 It is timely to review the trial and look for a longer-term solution to managing the wildflower verges in conjunction with the Climate Change plan that was adopted by Shaftesbury Town Council in October 2020 and in conjunction with the Climate Emergency that was declared in 2019.
- 7.1.3 A verge management background report has been produced and can be [viewed here](#).
- 7.1.4 The value of planting lots of colourful 'wildflowers' in the absence of any other management measures will have a limited value for wildlife and biodiversity. This is because, while a lot of flowers will provide a short-term nectar source for pollinating insects, they will not provide for any other stages in the insect's lifecycles and will not benefit populations as a whole.
- 7.1.5 There are lots of options for doing things better and a longer term and sustainable management plan. As well as doing the planned sown wildflower verges, it will be important to identify some verges where a trial to change management regimes using a cut and collect management system, initially by raking and removing by hand in small areas, could be considered.
- 7.1.6 The next step is to set up a wildflower verge group, made up of representatives from Planet Shaftesbury, Open Spaces, Shaftesbury in Bloom and working in collaboration with Dorset Council senior Ranger. This group can review the current verge management SLA and seek opportunities to look for new habitats to enhance the town's ecological network.

### **7.2 Scheme of Delegation**

- 7.2.1 The Committee is delegated consider the following matters - the strategic management of the Council's services for which there is a previously approved revenue budget of all matters relating to: i) Environmental Services which includes– Facilities, Street Scene, Parks & Open Spaces, Cemeteries ii) Business Services which includes the Guildhall, The Charter Market, Markets and Events iii) Community Services

### **7.3 Legal Implication**

- 7.3.1 The Council has the power to do anything that will facilitate the discharge of its duties. (Local Government Act, 1972 s.111)

#### **7.4 Recommendation**

- 7.4.1 That the committee provides indicative approval for this management plan, and delegates the next steps to the Town Clerk to manage under the Scheme of Delegation as per the Full Council resolution dated 20/4/2021

(End)

Report Author: Brie Logan

## **8 Parking Options**

To consider an area of Cockrams for temporary over-flow parking (10 mins)

[\(Shaftesbury Town Council Scheme of Delegation\)](#)

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### **8.1 Summary**

**The 3G contractors are on site at Shaftesbury Football Club. Advice from the Contracts Manager regarding the closure of the Coppice Street car park has been followed and temporary car parking provision has been arranged at the Youth Club.**

- 8.1.1 The Youth Club building has been closed since March 2020.
- 8.1.2 The community groups that operate out of the Youth Club building are returning on a phased basis following lockdown restrictions being eased. This may cause additional parking pressure due to limited parking availability on the Cockram's site.
- 8.1.3 It is prudent to set up a temporary parking contingency should the need for additional space be required. It is suggested that a small area within the Cockrams field is used as an overflow car park on a short term basis.

### **8.2 Scheme of Delegation**

- 8.2.1 The Committee is delegated consider the following matters - the strategic management of the Council's services for which there is a previously approved revenue budget of all matters relating to: i) Environmental Services which includes– Facilities, Street Scene, Parks & Open Spaces, Cemeteries ii) Business Services which includes the Guildhall, The Charter Market, Markets and Events iii) Community Services

### **8.3 Legal Implication**

- 8.3.1 The Council has the power to do anything that will facilitate the discharge of its duties. (Local Government Act, 1972 s.111)

### **8.4 Recommendation**

- 8.4.1 That the committee provides its recommendations on this matter, and delegates the next steps to the Town Clerk to manage under the Scheme of Delegation as per the Full Council resolution dated 20/4/2021

(End)

Report Author: Brie Logan

## **9 New Litter Bins**

To agree the transfer of funds for Litter Bins

(10 mins)

[\(Shaftesbury Town Council Scheme of Delegation\)](#)

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### **9.1 Summary**

- 9.1.1 Request that the committee agrees to transfer the purchase of 4 New Litter Bins costing £1179.08 from Grounds Repair and Maintenance Budget Line (4250/103) to EMR Street Furniture (4910/901) which balance currently stands at £7000.

### **9.2 Scheme of Delegation**

- 9.2.1 The Committee is delegated consider the following matters - the strategic management of the Council's services for which there is a previously approved revenue budget of all matters relating to: i) Environmental Services which includes– Facilities, Street Scene, Parks & Open Spaces, Cemeteries ii) Business Services which includes the Guildhall, The Charter Market, Markets and Events iii) Community Services

### **9.3 Legal Implication**

- 9.3.1 The Council has the power to do anything that will facilitate the discharge of its duties. (Local Government Act, 1972 s.111)

### **9.4 Recommendation**

- 9.4.1 That the committee provides indicates approval for the of transfer £1179.08 from Grounds Repair and Maintenance Budget Line (4250/103) to EMR Street Furniture (4910/901) to cover the cost of 4 new litter bins and delegates the next steps to the Town Clerk to manage under the Scheme of Delegation as per the Full Council resolution dated 20/4/2021

(End)

Report Author: Tracy Moxham, Finance Officer

## **10 Castle Hill Management Plan**

To consider approving the new 5 year Management Plan for Castle Hill (10 mins)

[\(Shaftesbury Town Council Scheme of Delegation\)](#)

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### **10.1 Summary**

10.1.1 Castle Hill Management Plan - Please find the [draft plan here](#).

10.1.2 Feedback has been received on this plan from Open Spaces, Shaftesbury Tree Group and Local Botanist. [Please click here to view](#).

### **10.2 Scheme of Delegation**

10.2.1 The Committee is delegated consider the following matters - the strategic management of the Council's services for which there is a previously approved revenue budget of all matters relating to: i) Environmental Services which includes– Facilities, Street Scene, Parks & Open Spaces, Cemeteries ii) Business Services which includes the Guildhall, The Charter Market, Markets and Events iii) Community Services

### **10.3 Legal Implication**

10.3.1 The Council has the power to do anything that will facilitate the discharge of its duties. (Local Government Act, 1972 s.111)

### **10.4 Recommendation**

10.4.1 That the committee indicates approval for the updated Castle Hill Management Plan, and delegates the next steps to the Town Clerk to manage under the Scheme of Delegation as per the Full Council resolution dated 20/4/2021

(End)

Report Author: Zoe Moxham, Officer Administrator

## **11 A30 Allotments Screening**

To consider agreeing a change to the screening option for houses neighbouring the A30 Allotments

(10 mins)

[\(Shaftesbury Town Council Scheme of Delegation\)](#)

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### **11.1 Summary**

11.1.1 At the Infomral General Management committee meeting held on the 11<sup>th</sup> May the following was AGREED;

To plant additional screening to assist with privacy for nearby houses, this is to be discussed and agreed between officers and the residents.

(Delegated to the Town Clerk to manage under the scheme of delegation resolved by Shaftesbury Town Council on 20th April 2021.)

11.1.2 Since then, correspondence has been received to request fencing installed rather than trees/hedges.

11.1.3 Costings are being sought for 6 foot panels and a meeting is going to be arranged at the end of June, with all the resident's to discuss screening/planting options for the autumn.

### **11.2 Scheme of Delegation**

11.2.1 The Committee is delegated consider the following matters - the strategic management of the Council's services for which there is a previously approved revenue budget of all matters relating to: i) Environmental Services which includes– Facilities, Street Scene, Parks & Open Spaces, Cemeteries ii) Business Services which includes the Guildhall, The Charter Market, Markets and Events iii) Community Services

### **11.3 Legal Implication**

11.3.1 The Council has the power to do anything that will facilitate the discharge of its duties. (Local Government Act, 1972 s.111)

### **11.4 Recommendation**

11.4.1 That the committee agrees a change to the screening options at the A30 Allotment site based on feedback from residents and delegates the next steps to the Town Clerk to manage under the Scheme of Delegation as per the Full Council resolution dated 20/4/2021

(End)

Report Author: Zoe Moxham, Officer Administrator



## **12 Coppice Street Play area fencing**

To consider proceeding with this project and sourcing comparable quotes (10 mins)

[\(Shaftesbury Town Council Scheme of Delegation, 2021\)](#)

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### **12.1 Summary**

- 12.1.1 At the Recreation, Open Spaces and Environment meeting held in February it was informally agreed to investigate fencing for Coppice Street Play area to prevent dogs entering. (To consider wooden post and rail with wire method, and parallel hedge planting)
- 12.1.2 An initial quote has now been received totalling £11,650 for bow top fencing, with two pedestrian gates and one 5ft gate for vehicle's.

### **12.2 Scheme of Delegation**

- 12.2.1 The Committee is delegated consider the following matters - the strategic management of the Council's services for which there is a previously approved revenue budget of all matters relating to: i) Environmental Services which includes– Facilities, Street Scene, Parks & Open Spaces, Cemeteries ii) Business Services which includes the Guildhall, The Charter Market, Markets and Events iii) Community Services

### **12.3 Legal Implication**

- 12.3.1 The Council has the power to do anything that will facilitate the discharge of its duties. (Local Government Act, 1972 s.111)

### **12.4 Recommendation**

- 12.4.1 That the committee receives the report and decides whether to proceed with this project, and delegates the next steps to the Town Clerk to manage under the Scheme of Delegation as per the Full Council resolution dated 20/4/2021

(End)

Report Author: Zoe Moxham, Officer Administrator

## **13 Park Walk Access**

To receive and note a report regarding the access to Love Lane from Park Walk. (10 mins)

(Shaftesbury Town Council Scheme of Delegation)

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### **13.1 Summary**

13.1.1 Residents have requested improved access to Love Lane from Park Walk.

The following correspondence has been received - To attend the hospital when confined to a wheelchair the lovely level walk along the park is desirable for a number of reasons, away from traffic and narrow pavements along Bimport just for a taster.

The trouble is, at the far end, due to steps, or a kissing gate, which is lovely, there is no other way onto Love Lane.

Perhaps a minimal cost ramp could be considered at the other end of the wall?

13.1.2 Another option may be to investigate the possibility of enlarging the gap in the wall down from the kissing gate.

13.1.3 Options are being investigated to improve this access and officers will update the committee when more information has been collected.

### **13.2 Scheme of Delegation**

13.2.1 The Committee is delegated consider the following matters - the strategic management of the Council's services for which there is a previously approved revenue budget of all matters relating to: i) Environmental Services which includes– Facilities, Street Scene, Parks & Open Spaces, Cemeteries ii) Business Services which includes the Guildhall, The Charter Market, Markets and Events iii) Community Services

### **13.3 Legal Implication**

13.3.1 The Council has the power to do anything that will facilitate the discharge of its duties. (Local Government Act, 1972 s.111)

### **13.4 Recommendation**

13.4.1 That the committee receives and notes the report.

(End)

Report Author: Zoe Moxham, Officer Administrator

## **14 Ambassador Programme**

To consider Shaftesbury being part of the Dorset Volunteer Ambassador programme (10 mins)

([Shaftesbury Town Council Scheme of Delegation](#))

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### **14.1 Summary**

14.1.1 This summer, residents and visitors across Dorset's most popular hotspots will be greeted by the smiling, welcoming faces of a new band of volunteer ambassadors.

14.1.2 It is anticipated that, like last year, many people will choose to holiday within the UK rather than travel abroad. A new host of ambassadors will be ready to welcome visitors to Dorset and will offer advice on services, facilities, and places of interest in that area. Ambassadors will be volunteers from the local community and will share their wealth of local knowledge to visitors.

**14.2 The Dorset Volunteer Centre is managing Volunteer Ambassador programme to welcome visitors to Dorset and is launching a recruitment poster ([Click here to view](#)) and press release ([Click here to view](#)) in the near future.**

14.2.1 It is important to work with the TIC in collaboration with this project to support a joined-up approach in managing our Shaftesbury visitor experience.

### **14.3 Scheme of Delegation**

14.3.1 The Committee is delegated consider the following matters - the strategic management of the Council's services for which there is a previously approved revenue budget of all matters relating to: i) Environmental Services which includes– Facilities, Street Scene, Parks & Open Spaces, Cemeteries ii) Business Services which includes the Guildhall, The Charter Market, Markets and Events iii) Community Services

### **14.4 Legal Implication**

14.4.1 The Council has the power to do anything that will facilitate the discharge of its duties. (Local Government Act, 1972 s.111)

### **14.5 Recommendation**

14.5.1 That the committee provides a steer on whether Shaftesbury is to be included in the Volunteer Ambassador programme.

14.5.2 delegates the next steps to the Town Clerk to manage under the Scheme of Delegation as per the Full Council resolution dated 20/4/2021

(End)

Report Author: Brie, Logan

## **15 Asset disposal**

To consider part exchange of one of the Council's mowers

(5 mins)

[\(Shaftesbury Town Council Scheme of Delegation\)](#)

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### **15.1 Summary**

- 15.1.1 The grounds team have a domestic mower as part of their equipment which is currently unused and a request has been received to part exchange it with a commercial grade mower.
- 15.1.2 The current mower is very heavy and takes two people to load into the vehicle. The outlet is also small which causes it to jam regularly. As a result
- 15.1.3 The proposed replacement is more robust as it is a commercial unit, is light enough to be lifted by one person and has a wider outlet which means it doesn't jam.

### **15.2 Financial Implication**

- 15.2.1 Original purchase cost of the existing mower in 2018 £800, part exchange value £400. Cost of new mower £600 therefore after part exchange, £200.
- 15.2.2 Equipment/Repairs/Hire current expenditure is £70 from a budget of £4,250. Funds available £4,180

### **15.3 Legal Implications**

- 15.3.1 The Council has the power to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions. (Local Government Act, 1972 s.111)

### **15.4 Scheme of Delegation**

The Clerk is authorised to dispose of assets up to £250 (Financial regulation 14.2).

### **15.5 Recommendation**

- 15.5.1 That the members agree to the part exchange of the mower.

### **15.6 Reason for Recommendation**

- 15.6.1 To ensure that all assets held by the Council are functional and fit for purpose and that the grounds operation is efficient.

(End)

Report Author: Claire Commons, Town Clerk and RFO