



SHAFTESBURY TOWN COUNCIL

General Management Committee

Minutes of the meeting of the General Management Committee held at the Guild Hall and streamed via Zoom on Tuesday 20th July 2021 commencing at 7.02 pm.

[Link to Agenda here](#)

Members Present

Councillor Brown (Chair)
Councillor Cook
Councillor Welch

Councillor Chase
Councillor Proctor

Members Absent

Councillor Lewer
Councillor Hall

Officers Present:

Claire Commons, Town Clerk
Brie Logan, Business Manager
Zoe Moxham, Office Administrator (via zoom)

In Attendance:

Councillor Hollingshead
1 member of the press
1 member 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;

Stone Wall Repairs – Concern regarding damaged walls on Shooters Lane and Bimport were expressed. *(This is in hand and these walls are being repaired by Dorset Council.)*

Enmore Green Play Area – Concern regarding a Rowan Tree in the Play area and the fact that its berries are poisonous. *(This was not planted by Shaftesbury Town Council and will be removed.)*

Concern was also expressed regarding the hedge that has been planted around the play area become too high for parents to be able to see their children playing. *(This will be continually maintained by our Grounds Team to ensure that it is kept to a suitable height)*

Bell Street Car Park – Concern regarding the rubbish bags left near the coach area in the car park was expressed as the rubbish is creating a mess when bags split and is smelly in the hot weather. *(This is an arrangement with Dorset Council and other options are being investigated.)*

Castle Green – Clarification was sought on the name of Castle Hill and Castle Green. *(There are two separate areas, the Green Open space at the top is referred to as Castle Green to distinguish it from the hill.)*

ATS Site - Concern was expressed regarding the untidy state of this site whilst planning permission is being sought. *(An email requesting the site be tidied up will be sent to the contractors who currently own this site.)*

ACTION: OFFICE ADMINISTRATOR

The meeting commenced at 7.08 pm

G01 Apologies

Apologies were received and accepted from Councillor Lower due to personal reasons.

Councillor Hall advised that he may arrive late due to work commitments.

G02 Declarations of Interest

All members were invited to declare any interests throughout the meeting if the need arose. Councillor Cook declared an interest in the Item 7, Planning Applications as a Planning Officer at Dorset Council.

G03 Change of order of business

It was **PROPOSED** and **RESOLVED** to move item 7, Planning Applications to the end of the meeting.

G04 Minutes

Minutes from General Management meetings were received, and it was **RESOLVED** that the following minutes be approved and duly signed.

G04a [30th March 2021](#)

G04b [11th May 2021](#)

G04c [1st June 2021](#)

ACTION: OFFICE ADMINISTRATOR

G05 Reports

G05a Officer report 0721GEM04 was received and noted.

G06 Finance Report – Quarter 1

G06a Officer report 0721GEM05 was received and noted.

G06b It was **AGREED** to prepare a report outlining what percentage of the Legal and Professional Fees had been used to deal with complaints received from Councillors and to include the decision-making process for the budget agreed for the Legal and Professional Fees.

G06c It was **AGREED** to formally congratulate the Swimming pool Manager and his team for the success this year in bringing in income that is exceeding budgetary expectations.

ACTION: TOWN CLERK AND FINANCE AND SERVICES OFFICER

G07 Payments

G07a Officer report 0721GEM06 was received and it was **RESOLVED** to approve the payments amounting to £10,959.88 from the Town Council's current account and minutes the resulting bank balance of £538,850

ACTION: FINANCE AND SERVICES OFFICER

G08 A30 Allotments

G08a Officer report 0721GEM08 was received and it was **RESOLVED** to recommend the allotment policy to Full Council for adoption with one amendment, to include Standing Orders as the Council's preferred method of payment, and to base the new tenancy agreements on the policy.

G08b The Committee agreed the plot allocation plan and rent per square metre on the A30 site. *Delegated to the Clerk the delivery and management of this site.*

ACTION: TOWN CLERK AND FINANCE AND SERVICES OFFICER

G09 Grants Request

Officer report 0721GEM09 was received and the following was **RESOLVED**;

G09a To authorise a grant payment for 50% of the application from the Shaftesbury and District Dementia Friendly Community group amounting to £390.

G09b To authorise a grant payment to the Abbey Primary School for signs as per the recommendation from Planning and Highways Committee amounting to £100.

ACTION: FINANCE AND SERVICES OFFICER AND OFFICE ADMINISTRATOR

G10 Mampitts Advisory Committee Update

Officer report 0721GEM010 was received and the following was **RESOLVED**;

G10a To confirm the membership of the Mampitts Advisory Committee and adopt the Terms of Reference that defines the governance.

- G10b To delegate to the Town Clerk and Business Manager in consultation with the lead councillor to take all such steps considered necessary to comply with the resolution.

ACTION: TOWN CLERK AND BUSINESS MANAGER

G11 Temporary Pedestrianisation for Thursday Market – TRO

Officer report 0721GEM011 was received and the following was **RESOLVED**;

- G11a To spend £2,500 including £456 contingency to manage the marshal operation on Thursdays up until the end of Q2 and that this additional funding to be drawn from General Reserves. To delegate to the Town Clerk and Business Manager to take all such steps as considered necessary to comply with the resolution.

ACTION: TOWN CLERK AND BUSINESS MANAGER

G12 Youth Club Lease

- G12a Officer report 0721GEM12 was received and it was **RESOLVED** to recommend to Full Council to approve a one year holding lease using the current arrangements - Shaftesbury Town Council as the Landlord and Shaftesbury Youth Club as the tenant (of the building and the land) and to confirm the party legally responsible for undertaking any Health and safety related checks.

ACTION: TOWN CLERK AND BUSINESS MANAGER

- G12b It was **AGREED** to create a report for the next General Management Committee outlining all Shaftesbury Town Council owned land that is leased along with the income from each site.

ACTION: TOWN CLERK

G13 S106 Contributions for Wincombe Lane Development

- G13a Officer report 0721GEM13 was received and it was **PROPOSED** to recommend to Full Council the projects 'Skate Park Improvements' and 'Redevelop Wincombe Recreation ground play facilities' or a general request for 'Outdoor recreational facilities' to be submitted to Dorset Council for consideration by S106 officers. To delegate this to the Town Clerk to take all such steps as she considers necessary to comply with the Council resolutions.

- G13b An **AMENDMENT** to this **PROPOSAL** was made to approach Dorset Council to investigate if there was any financial saving to be made on s106 contributions by making community use of the facilities at St Marys. **This amendment fell.**

- G13c It was **RESOLVED** to recommend to Full Council the projects 'Skate Park Improvements' and 'Redevelop Wincombe Recreation ground play facilities' and a general request for 'Outdoor recreational facilities' to be submitted to

Dorset Council for consideration by S106 officers. To delegate this to the Town Clerk to take all such steps as she considers necessary to comply with the resolution.

ACTION: TOWN CLERK AND BUSINESS MANAGER

20.26 pm - Councillor Cook left the meeting at this point

G14 Planning Applications

Officer report 0721GEM07 was received and it was **RESOLVED** to make the following comments;

G14a [P/FUL/2021/01302](#)

Proposal: Erection of agricultural storage barn
Location: 20 Daisy House Long Cross, Shaftesbury, Dorset, SP7 8QP
No objection

G14b [P/HOU/2021/01540](#)

Proposal: Erect single storey extension (demolish conservatory)
Location: 4 Well Lane, Shaftesbury, Dorset, SP7 8LP
No objection

G14c [PL/2021/05018](#)

Site Address: LAND AT LITLEDOWN, SHAFTESBURY, SP7 9HD
(easting 387000, Northing 142850)
Proposal: Change of use of agricultural land to use as an electric motorbike, electric quad bike and electric bicycle riding park.
No objection with the following conditions; that the vehicles used on the track are limited to electric to mitigate any noise and that all activity be limited to daylight hours so that no artificial lighting is needed, to keep light pollution down.

ACTION: OFFICE ADMINISTRATOR

There being no further business, the meeting was closed at 8:38 pm

These minutes were adopted on [] under minute reference [] as a true record of the decisions taken and are duly signed below by the chair of that meeting.

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