



SHAFTESBURY TOWN COUNCIL

Full Council Meeting

Minutes of the Full Council Meeting held in the Guild Hall and streamed online via Zoom on Tuesday, 27 July 2021 commencing at 7 pm.

Councillor Hollingshead (Chair)
Councillor Chase (Vice Chair)
Councillor Brown
Councillor Cook
Councillor Edwyn-Jones
Councillor Hall (arrived at 8.20pm)

Councillor Lewer
Councillor Loader
Councillor Proctor
Councillor Tippins
Councillor Welch
Councillor Yeo

Officers Present:

Claire Commons, Town Clerk
Brie Logan, Business Manager
Zoe Moxham, Office Administrator
1 members of the press
7 members of the public
18 members of the public online

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.

Beech Trees – Concern was expressed regarding the removal and potential damage to the Beech Trees along Christy's Lane due to the Lidl development. *(Councillor Cook is investigating this in his role as a Dorset Councillor)*

Stone Wall Repairs – Concern regarding damaged walls on Shooters Lane was expressed. *(This is in hand with Dorset Council.)*

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.)*

Planning Application P/PAOD/2021/02433 – Concerns were expressed regarding the plan to convert the upper floor at 8-10 Bell Street in to Flats and the impact on parking and increased traffic.

Football Club – Concern was expressed regarding the business plan for the Football Club project.

Gold Hill Foliage – Concern was expressed regarding the foliage outside hoses on Gold Hill. *(Following no response from letters sent by Shaftesbury Town Council, this is being addressed by Dorset Council's Highways Department and Conservation Officer)*

The meeting commenced at 7.22 pm.**F01 Apologies**

F01a There were no apologies.

F02 Declarations and Dispensations

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

Councillor Cook declared an interest in Item 10, Planning Applications as a Dorset Council Officer on the Planning Committee.

F03 Minutes

F03a Councillor Yeo requested that all individual members votes be minuted.

F03b Minutes from the Full Council meeting held on the [20th April 2021](#), [4th May 2021](#), [25th May 2021](#) and the [22nd June 2021](#) were received and it was **RESOLVED** that they be approved for signing as a true record of the decisions taken.

Proposed by Cllr Cook		
Seconded by Cllr Loader		
In Favour	9	Cllrs Brown, Cook, Chase, Hollingshead, Lewer, Loader, Proctor, Welch, Edwyn-Jones
Against	0	
Abstentions	2	Cllrs Tippins, Yeo
MOTION CARRIED		

ACTION: OFFICE ADMINISTRATOR

F04 Reports

F04a Officer report 0721FC04 was received and noted.

Proposed by Cllr Brown		
Seconded by Cllr Chase		
In Favour	9	Cllrs Brown, Cook, Chase, Hollingshead, Lewer, Loader, Proctor, Welch, Edwyn-Jones
Against	2	Cllrs Yeo and Tippins
Abstentions	0	
MOTION CARRIED		

F05 Committee Reports

F05a Officer report 0721FC05 was received. It was **PROPOSED** and **RESOLVED** to adopt the recommendations from Committees contained within this report including adopting the bank reconciliation rota, the new Code of Conduct, submitting s.106 recommended allocation to Dorset Council and adoption of the BBQ and Allotment Policies.

Proposed by Cllr Chase		
Seconded by Cllr Proctor		
In Favour	9	Cllrs Brown, Cook, Chase, Hollingshead, Lewer, Loader, Proctor, Welch, Edwyn-Jones
Against	2	Cllrs Tippins, Yeo
Abstentions	0	
MOTION CARRIED		

ACTION: TOWN CLERK AND OFFICE ADMINISTRATOR
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F06 Payments

- F06a Officer report 0721FC06 was received and it was **RESOLVED** to approve the payments from the Town Council's current account totalling £47,840.19 and minute the resulting bank balance as £131,603.09

Proposed by Cllr Welch		
Seconded by Cllr Cook		
In Favour	11	Cllrs Brown, Cook, Chase, Hollingshead, Lewer, Loader, Proctor, Welch, Edwyn-Jones, Tippins, Yeo
Against	0	
Abstentions	0	
MOTION CARRIED		

ACTION: FINANCE AND SERVICES OFFICER

F07 Shaftesbury Football Club Lease

- F07a Officer report 0721FC07 was received and it was **RESOLVED** to approve the draft lease and governance 'side letter' for Shaftesbury Football Club and legal costs of up to £1,950 to be drawn from Legal & Professional fees line 4341 acknowledging that this will overspend the budget, and delegate all matters related to the completion of the lease to the clerk in consultation with lead councillors of this project; Councillors, Brown, Chase and Hall.

Proposed by Cllr Chase		
Seconded by Cllr Welch		
In Favour	7	Cllrs Brown, Cook, Chase, Hollingshead, Welch, Edwyn-Jones, Proctor
Against	4	Lewer, Loader, Tippins, Yeo
Abstentions		
MOTION CARRIED		

ACTION: ACTION: TOWN CLERK AND BUSINESS MANAGER

8.13 pm – Councillor Hall arrived at this point

- F07b Point of Order 1b was raised and accepted.

F08 Youth Club Lease

- F08a Officer report 0721FC08 was received and it was **RESOLVED** to approve the one-year lease for Shaftesbury Youth Club and legal costs of up to £695 acknowledging that this will overspend the budget.

Proposed by Cllr Chase		
Seconded by Cllr Welch		
In Favour	9	Cllrs Brown, Cook, Chase, Hollingshead, Lewer, Loader, Proctor, Edwyn-Jones, Welch
Against	2	Cllrs Yeo, Tippins
Abstentions	1	Cllr Hall
MOTION CARRIED		

ACTION: ACTION: TOWN CLERK AND BUSINESS MANAGER

- F08b Point of Order 2b was raised as a warning for Councillor Tippins.

F09 Sub Lease – Tesco to Shaftesbury Town Council

- F09a Officer report 0721FC09 was received and it was **RESOLVED** that the council approves the Heads of Terms and agree the overspend and an Extraordinary Full Council meeting is called once the sub-lease documentation is completed and agreed by both the Tesco solicitor and the council solicitor. At the point of the Extraordinary Full Council meeting three councillors are then nominated to sign the sub-lease.

Proposed by Cllr Lewer		
Seconded by Cllr Loader		
In Favour	10	Cllrs Brown, Cook, Chase, Hollingshead, Hall, Lewer, Loader, Proctor, Welch, Edwyn-Jones
Against	2	Tippins, Yeo
Abstentions	0	
MOTION CARRIED		

ACTION: TOWN CLERK AND BUSINESS MANAGER

F10 Planning Applications

F10a Officer report 0721FC10 was received and it was **RESOLVED** to submit the following comments;

F10b [P/PAOD/2021/02433](#)

Location: 8 - 10 Bell Street Shaftesbury SP7 8AE
Proposal: Change of use from offices (Class B1(a)) to 5 No. dwelling houses (Class C3) **No comment**

Proposed by Cllr Brown		
Seconded by Cllr Proctor		
In Favour	7	Cllrs Brown, Edwyn-Jones, Hall, Hollingshead, Proctor, Tippins, Welch
Against	4	Cllrs Chase, Loader, Lewer, Yeo
Abstentions	1	Cllr Cook
MOTION CARRIED		

F10c [P/HOU/2021/01410](#)

Location: Pensbury House Motcombe Road Shaftesbury SP7 8QJ
Proposal: Formation of a new farm and service area entrance with connecting drive and closure of existing entrance and associated landscaping **No objection**

Proposed by Cllr Lewer		
Seconded by Cllr Chase		
In Favour	10	Cllrs Brown, Chase, Edwyn-Jones, Hall, Hollingshead, Lewer, Loader, Proctor, Tippins, Yeo
Against	1	Cllr Welch
Abstentions	1	Cllr Cook
MOTION CARRIED		

ACTION: OFFICE ADMINISTRATOR

F11 William Williams Council Representative

F11a Officer report 0721FC11 was received and it was **RESOLVED** to elect Councillor Chase as Shaftesbury Town Council's representative to William Williams for the remainder of the electoral term (ending May 2024).

Proposed by Cllr Brown		
Seconded by Cllr Welch		
In Favour	9	Cllrs Brown, Cook, Edwyn-Jones, Hall, Hollingshead, Lewer, Loader, Proctor, Welch,
Against	1	Cllr Yeo
Abstentions	2	Cllr Tippins, Chase
MOTION CARRIED		

ACTION: TOWN CLERK

F12 Locomotive Loan to Museum

F12a Officer report 0721FC12 was received and it was **RESOLVED** to approve the loan agreement and financial contribution.

Proposed by Cllr Tippins		
Seconded by Cllr Loader		
In Favour	12	Cllrs Brown, Chase, Cook, Edwyn-Jones, Hall, Hollingshead, Lewer, Loader, Proctor, Tippins, Welch, Yeo
Against	0	
Abstentions	0	
MOTION CARRIED		

F12b It was **PROPOSED** and **RESOLVED** to allocate £200 from the Community Grants Budget Line (4350) and for Councillor Hollingshead to sign the agreement.

Proposed by Cllr Chase		
Seconded by Cllr Proctor		
In Favour	12	Cllrs Brown, Chase, Cook, Edwyn-Jones, Hall, Hollingshead, Lewer, Loader, Proctor, Tippins, Welch, Yeo
Against	0	
Abstentions	0	
MOTION CARRIED		

ACTION: TOWN CLERK

F12c Point of Order 2a was raised and accepted.

F13 Standing Committees

F13a Officer report 0721FC12 was received and it was **RESOLVED** that the membership of the Committees be decided by ballot of the nominated councillors for the municipal year 2021/22 as recorded below;

F13b Planning and Highways Committee

Nominations	Votes	Elected	Nominations	Votes	Elected
Cllr Chase	9	Yes	Cllr Lewer	11	Yes
Cllr Edwyn-Jones	11	Yes	Cllr Proctor	10	Yes
Cllr Tippins	10	Yes	Cllr Yeo	3	No
Cllr Hollingshead	11	Yes			

F13c Point of Order 2b was raised as a warning for Councillor Yeo.

F13d Recreation, Open Spaces and Environment Committee

Nominations	Votes	Elected	Nominations	Votes	Elected
Cllr Cook	11	Yes	Cllr Loader	11	Yes
Cllr Edwyn-Jones	9	Yes	Cllr Proctor	9	Yes
Cllr Tippins	3	No	Cllr Yeo	3	No
Cllr Brown	10	Yes	Cllr Hall	11	Yes

F13e Human Resources Committee

Nominations	Votes	Elected	Nominations	Votes	Elected
Cllr Chase	10	Yes	Cllr Loader	11	Yes
Cllr Cook	11	Yes	Cllr Welch	10	Yes
Cllr Tippins	2	No	Cllr Yeo	3	No
Cllr Hollingshead	10	Yes			

Election of Chairs and Vice Chairs for each committee;

F13f It was **PROPOSED** and **RESOLVED** to elect Councillor Chase as Chair and Councillor Cook as Vice Chair for the Human Resources Committee

Proposed by Cllr Welch		
Seconded by Cllr Loader		
In Favour	10	Cllrs Cook, Chase, Brown, Hollingshead, Hall, Lewer, Loader, Welch, Edwyn-Jones, Proctor
Against	2	Cllr Tippins, Yeo
Abstentions	0	

MOTION CARRIED

- F13g It was **PROPOSED** and **RESOLVED** to elect Councillor Edwyn-Jones as Chair and Councillor Lewer as Vice Chair for the Planning and Highways Committee

Proposed by Cllr Chase		
Seconded by Cllr Loader		
In Favour	10	Cllrs Cook, Chase, Brown, Hollingshead, Hall, Lewer, Loader, Welch, Edwyn-Jones, Proctor
Against	2	Cllr Tippins, Yeo
Abstentions	0	
MOTION CARRIED		

- F13h It was **PROPOSED** and **RESOLVED** to elect Councillor Cook as Chair and Councillor Brown as Vice Chair for the Recreation, Open Spaces and Environment Committee

Proposed by Cllr Hall		
Seconded by Cllr Edwyn-Jones		
In Favour	10	Cllrs Cook, Chase, Brown, Hollingshead, Hall, Lewer, Loader, Welch, Edwyn-Jones, Proctor
Against	2	Cllr Tippins, Yeo
Abstentions	0	
MOTION CARRIED		

- F13i The Chairs and Vice Chairs having thus far been selected, two seats remained on the General Management Committee to be decided by ballot of the nominated councillors the following committee members were **RESOLVED**;

Elected thus far	Nominations	Votes	Elected
Cllr Chase	Cllr Proctor	10	Yes
Cllr Cook	Cllr Hall	9	Yes
Cllr Edwyn-Jones	Cllr Tippins	3	No
Cllr Brown	Cllr Yeo	2	No
Cllr Lewer			

- F13j It was **PROPOSED** and **RESOLVED** to elect Councillor Brown as Chair and Councillor Cook as Vice Chair for the General Management Committee

Proposed by Cllr Welch		
Seconded by Cllr Chase		
In Favour	10	Cllrs Cook, Chase, Brown, Hollingshead, Hall, Lewer, Loader, Welch, Edwyn-Jones, Proctor
Against	2	Cllr Tippins, Yeo
Abstentions	0	
MOTION CARRIED		

ACTION: TOWN CLERK AND OFFICE ADMINISTRATOR

There being no further business the meeting was closed at 9.21 pm.

These minutes were adopted on 28th September 2021 under minute reference F17 as a true record of the decisions taken and are duly signed below by the chair of that meeting.






2021 07 27 FC Mins

Final Audit Report

2021-10-22

Created:	2021-10-22
By:	Claire Commons (enquiries@shaftesbury-tc.gov.uk)
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"2021 07 27 FC Mins" History

-  Document created by Claire Commons (enquiries@shaftesbury-tc.gov.uk)
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