



SHAFTESBURY TOWN COUNCIL

Full Council Meeting

Minutes of the Full Council Meeting held online via Zoom on Tuesday, 03 November 2020 commencing at 7.00

Councillor Hollingshead
Councillor Tippins
Councillor Brown
Councillor Cook

Councillor Yeo
Councillor Chase
Councillor Lewer
Councillor Hall

Absent:

Councillor Loader
Councillor Proctor
Councillor Welch

Officers Present:

Claire Commons, Town Clerk
Brie Logan, Business Manager
1 members of the press
4 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, no matters were raised.

F17 Apologies

F17a Apologies were received and accepted for Councillors Welch and Proctor

F18 Declarations and Dispensations

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

Councillor Yeo informed all present that he was recording the meeting and requested recorded votes for all items during the meeting.

F19 Minutes

F19a Minutes from the Annual Full Council meeting on 29th September 2020 were received, and it was **RESOLVED** that the minutes be approved and duly signed.

Proposed by Cllr Lewer		
Seconded by Cllr Cook		
In Favour	5	Cllrs Hollingshead, Brown, Cook, Chase, Lewer
Against	2	Cllrs Yeo and Tippins
Abstentions	0	
MOTION CARRIED		

F19b Minutes from the Extraordinary Full Council 27th October 2020 were received, and it was **RESOLVED** that the minutes be approved and duly signed.

Councillor Hall arrived at 7:13pm

Proposed by Cllr Chase		
Seconded by Cllr Lewer		
In Favour	6	Cllrs Hollingshead, Brown, Cook, Chase, Hall, Lewer
Against	2	Cllrs Yeo and Tippins
Abstentions	0	
MOTION CARRIED		

ACTION OFFICE ADMINISTRATOR

F20 Reports for Information

Officer report 1120FC4 was received and noted. A verbal update on BLM was presented by Cllr Chase and a Dorset Council parking charges update was given by Cllr Cook.

F21 Committee Reports

F21a Officer report 1120FC5 was received and it was **RESOLVED** to accept the recommendations from Committees contained within the report. To include an update on the remit of the P&H committee:

‘The Planning and Highways Committee has the delegated authority to discuss, debate and record Town Council observations on planning applications, licenses, highway matters *and parking* and to relay such observations direct to the relevant Planning Authority in time for these to be taken into account by them in their decision-making process.’

Proposed by Cllr Chase		
Seconded by Cllr Lewer		
In Favour	6	Cllrs Hollingshead, Brown, Cook, Chase, Hall, Lewer
Against	2	Cllrs Yeo and Tippins
Abstentions	0	
MOTION CARRIED		

ACTION: TOWN CLERK

F22 Payments

F22a Point of order raised that Councillor Yeo be excluded from the meeting under standing order 2B. Councillor Yeo left the meeting at this point 7:40 pm

Proposed by Cllr Chase		
Seconded by Cllr Lewer		

In Favour	6	Cllrs Hollingshead, Brown, Cook, Chase, Hall, Lewer,
Against	1	Cllr Yeo
Abstentions	1	Cllr Tippins
MOTION CARRIED		

F22b It was **RESOLVED** that the Council approves the payments from the Town Council's current account amounting to £1957.89 and the resulting bank balance as £270,465.11

Proposed by Cllr Cook		
Seconded by Cllr Lewer		
In Favour	7	Cllrs Hollingshead, Brown, Cook, Chase, Hall, Lewer, Tippins
Against		
Abstentions		
MOTION CARRIED		

ACTION: TOWN CLERK AND FINANCE AND SERVICES OFFICER

F23 Parking Charges

F23a It was **RESOLVED** that the Council submits a response outlining their concerns regarding the parking charges to Ray Bryan, the Parking Portfolio Holder at Dorset Council.

Proposed by Cllr Hollingshead		
Seconded by Cllr Lewer		
In Favour	6	Cllrs Hollingshead, Cook, Chase, Hall, Lewer, Tippins
Against		
Abstentions	1	Cllr Brown
MOTION CARRIED		

ACTION: TOWN CLERK

F24 Scheme of Delegation

Officer report 1120FC08 was received.

F24a It was **RESOLVED** that the Council reviews and adopts the Scheme of Delegation and that the Town Clerk be authorised to take all such steps as she considers necessary to comply with the Council resolution and that the Council confirms that no additional committees have been requested or recommended to the Council.

Proposed by Cllr Cook		
Seconded by Cllr Lewer		
In Favour	5	Cllrs Hollingshead, Cook, Hall, Lewer, Brown
Against	1	Cllr Tippins
Abstentions	1	Cllr Chase
MOTION CARRIED		

ACTION: TOWN CLERK

F24b It was **RESOLVED** to amend the section 2.4.5 in the Scheme of Delegation that in the event of emergency expenditure of up to £20,000 outside of an agreed budget that the Clerk may seek emergency authorisation in attempted consultation with the Mayor or Deputy Mayor (Amended for 12 months on the 14/4/2020 at EFC – Minute ref F101)

Proposed by Cllr Hollingshead		
Seconded by Cllr Lewer		
In Favour	6	Cllrs Hollingshead, Cook, Hall, Lewer, Brown, Chase
Against	1	Cllr Tippins
Abstentions		
MOTION CARRIED		

ACTION: TOWN CLERK

F25 Standing Orders and Financial Regulations

Officer report 1120FC09 was received and it was **RESOLVED** that the Council considers and adopts the Standing Orders and tabled amendments and that the Council considers and adopts the model Financial Regulations with adjustments for Shaftesbury Town Council *as recommended by the Internal Auditor*. The Town Clerk be authorised to take all such steps as she considers necessary to comply with the resolutions to adopt Standing Orders and Financial Regulations.

Proposed by Cllr Chase		
Seconded by Cllr Lewer		
In Favour	6	Cllrs Hollingshead, Cook, Hall, Lewer, Brown, Chase
Against	0	
Abstentions	1	Cllr Tippins
MOTION CARRIED		

ACTION: TOWN CLERK

F26 Councillor Roles and representations

Report 1120FC10 was received and it was **RESOLVED** to defer the Lead Councillor roles until the review of the Strategic Plan has been undertaken. That the STC representatives and Ex-Officio roles continue as they are until May 2021.

To appoint Councillor Chase as the Football Club representative

Proposed by Cllr Chase		
Seconded by Cllr Cook		
In Favour	5	Cllrs Hollingshead, Cook, Lewer, Brown, Chase
Against	0	
Abstentions	2	Cllrs Hall and Tippins
MOTION CARRIED		

ACTION: TOWN CLERK

F27 High Street temporary Pedestrianisation

F27a Report 1120FC11 was received and it was recognised that since the production of the report the government advice has been updated with Lockdown 2 starting on 5th November 2020.

F27b It was requested that each councillor give their viewpoint on the marshal options that were presented to manage lockdown phase 2 in order to provide a recommendation to Dorset Council.

<p>Councillors in favour of Option 2 <i>The High Street remains closed (as is with marshal cover) from 9 to 4 daily. There are predicted to be 8 'essential items' shops open, the majority of which have queues and these outlets will still have deliveries.</i></p>	<p>Cllrs Hollingshead, Chase, Lewer, Cook, Brown, Hall</p>
<p>Councillors in favour of Option 4 <i>The TRO restrictions are lifted and traffic flows through the High Street.</i></p>	<p>Cllr Tippins</p>

F27c It was **RESOLVED** to support the Covid-19 phase 4 - Temporary Pedestrianisation plan including support for the Thursday market selling essential items only.

To allocate further funds to support an extension to this this project up to a maximum of £5,500 from its General reserves as specified in the financial section of this report.

To delegate the management of this project to the Town Clerk and Business Manager in consultation with Cllrs Brown and Proctor (as the Lead Councillors for Economic Development and STC Representative to the Chamber of Commerce) and in consultation with the stakeholder group including the Shaftesbury Chamber of Commerce, Highways and Economic Development Dorset Council.

Proposed by Cllr Chase		
Seconded by Cllr Cook		
In Favour	5	Cllrs Hollingshead, Cook, Lewer, Brown, Chase
Against	0	
Abstentions	2	Cllrs Hall and Tippins
MOTION CARRIED		

ACTION: BUSINESS MANAGER

F28 Section 106 to GEM

F28a Report 1120FC13 was received and it was **RESOLVED** to delegate to the General Management Committee the review the section 106 funds in conjunction with approved projects and subsequent draw down of funds to progress those projects or protect funds that would otherwise be at risk. That the Town Clerk be authorised to take all such steps as she considers necessary to comply with the Council resolution.

Proposed by Cllr Chase		
Seconded by Cllr Lewer		
In Favour	6	Cllrs Hollingshead, Cook, Lewer, Brown, Chase, Hall
Against	0	
Abstentions	1	Cllr Tippins
MOTION CARRIED		

ACTION: TOWN CLERK

F29 Code of Conduct

F29a Report 1120FC14 was received and it was **RESOLVED** to petition both National Association of Local Councils, the Secretary of State and the Member of Parliament for *North Dorset* to increase the sanctions and penalties legally available to Principal Authorities and encourage other Councils to make similar resolutions and applications

Proposed by Cllr Chase		
Seconded by Cllr		
In Favour	6	Cllrs Hollingshead, Cook, Lewer, Brown, Chase, Hall
Against	1	Cllr Tippins
Abstentions	0	
MOTION CARRIED		
		ACTION: TOWN CLERK

There being no further business the meeting was closed at 8.52 pm

Signed

Date