



Shaftesbury Town Council

Town Hall, Shaftesbury, Dorset. SP7 8LY

Telephone: 01747 852420

Town Clerk: Mrs Claire Commons
e-mail: enquiries@shaftesbury-tc.gov.uk

Website: www.shaftesbury-tc.gov.uk

VAT Reg No 241 1307 58

To: Members of Shaftesbury Town Council's Mampitts Advisory Committee, MAC, Cllr Piers Brown. Cllr Matthew Welch, Rebekah Paine, Zoe Webster, Laura Langley, Jonny Monteith, and Craig Webster. All other recipients for information only.

You are summoned to a meeting of the Mampitts Advisory Committee for the transaction of the business shown on the agenda below.

To be held at 7pm on Monday 10 January 2022 in the Council Chamber, Shaftesbury Town Hall

Members are reminded of their duty under the Code of Conduct

Brie Logan Deputy Town Clerk

4th January 2022

Public Participation

The Chairman will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.

Members of the public and Councillors are entitled to make audio or visual recordings of the meeting provided it does not cause disruption or impede the transaction of business. Out of courtesy to those present, the Council requests that intention to record proceedings is brought to the Chairman's attention prior to the start of the meeting.

Please note: this committee meeting is in person – no on-line facility is available

Public Participation

The Chairman will invite members of the public to present their questions, statements or petitions. The period of time designated for public participation shall not exceed twenty minutes. A member of the public shall not speak for more than three minutes.

The 7 principles of public life

Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership

(Committee on Standards in Public Life, 1995)

Agenda

- 1 APOLOGIES3**
To receive and consider for acceptance, apologies for absence(1 min)
(Local Government Act, 1972 s.85)
- 2 DECLARATIONS OF INTEREST3**
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)
- 3 MINUTES4**
Report 1121MAC 03
Mampitts Advisory Committee to confirm as a correct record, the minutes of the previous
meeting of the Mampitts Advisory Committee (3 mins)
(Local Government Act, 1972 Sch 12) (Shaftesbury Town Council Scheme of Delegation, 2021)
- 4 OFFICER REPORT5**
To receive reports pertaining to the Mampitts Advisory Committee.....(5 min)
(Local Government Act, 1972 Sch 12)
- 5 MAMPITTS ADVISORY COMMITTEE – CONSULTATION RESPONSES6**
To review the responses and agree next steps in preparation for making recommendations
to the GEM committee on 18th January (30 mins)
Localism Act 2011, ss.1-8

Anticipated meeting end time 8:00pm

1 Apologies

Report 0122MAC,01

To receive and consider for acceptance, apologies for absence

(Local Government Act, 1972 s.85)

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.

1.1.2 No apologies received

2 Declarations of Interest

Report 0122MAC, 02

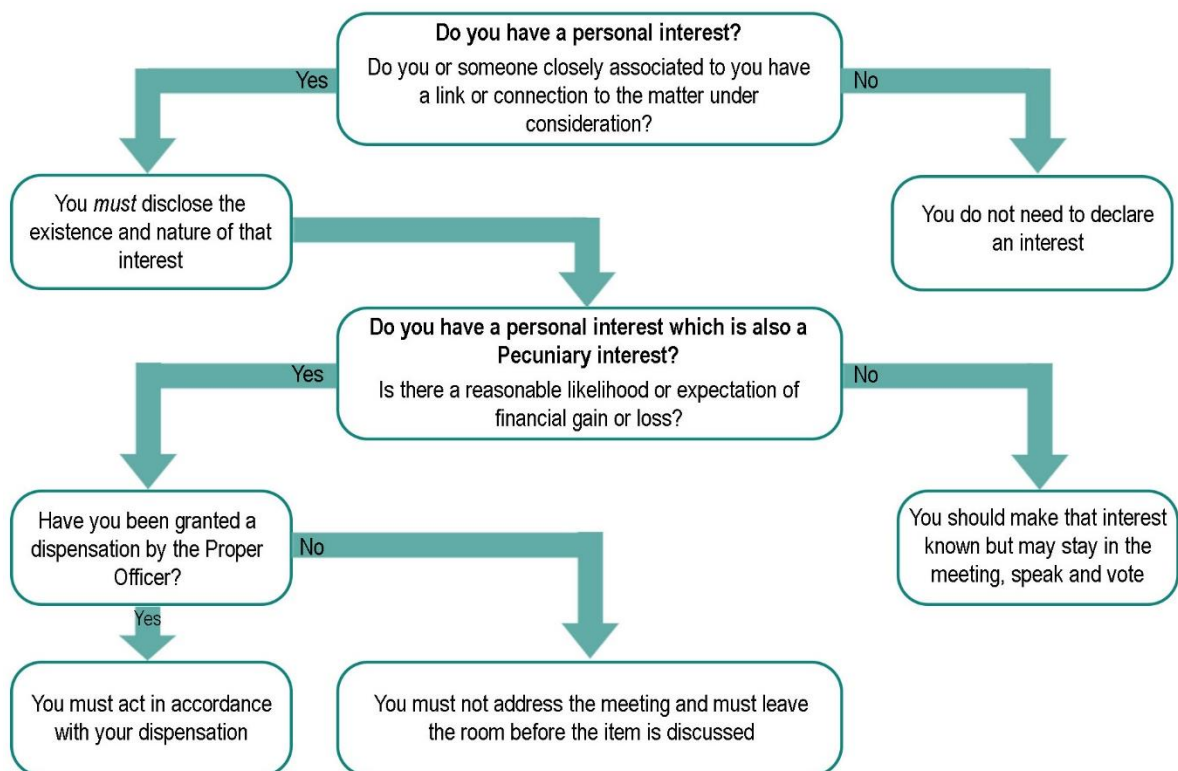
To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk.

(Shaftesbury Town Council Code of Conduct, 2019)

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

Report 1121MAC 03

Mampitts Advisory Committee to confirm as a correct record, the minutes of the previous meeting of the Mampitts Advisory Committee

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

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 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).

Minutes to be adopted - [Click here for the minutes from 01 November 2021](#):

4 Officer Report

Report 0122MAC, 04

To receive reports pertaining to the Mampitts Advisory Committee

(Local Government Act, 1972 Sch 12)

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).

4.2 Updates and Actions from 01/11/2021

Officer report 1121GEM6 was received and it was **RESOLVED** that the summary of the results from the consultation is published and sent to individual members and to Dorset Council by 11th December 2021 and a further comprehensive update is provided to the General Management Committee in January 2022. Delegate to the Town Clerk all details in discharging this decision.

The consultation statement (see 5.1) and Data Studio (see 5.3) of responses including analysis was sent to Dorset Council and Shaftesbury Town Council members on 13th December 2021

4.3 Updates and Actions from previous meetings

No further information to report

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 To keep members updated on committee actions and information.

(End)

5 Mampitts Advisory Committee – Consultation responses

Report 0122MAC,05

To review the responses and agree next steps in preparation for making recommendations based on the analysis to the General Management Committee on 18th January 2022

[Localism Act 2011, ss.1-8](#)

5.1 Summary

- 5.1.1 The responses from the consultation were captured via MS Forms from 25th October 2021 up until the closing date of 28th November 2021. Paper copies received on the weekend of 28th November were manually input on 29th November 2021.

[Click here for MS database summary of responses redacted](#)

- 5.1.2 Through analysis it was established that 61 responses were either outside of the consultation area and/ or the response did not state a postcode therefore the verification process was incomplete and these were excluded.
- 5.1.3 The Mampitts Advisory Committee (MAC) has carried out a thorough analysis of validated responses and all redacted data has been migrated over to Google [Data Studio of responses](#) accessed via this link.

- 5.2 The MAC need to work through the data and agree the top responses for each category which will form the recommendation to the General Management Committee.

5.3 Scheme of Delegation

- 5.3.1 *Excerpt from Scheme of Delegation Section 12:*

12.1 An Advisory Committee or Working Group may be formed by resolution of Full Council or a committee at any time.

12.2. The work of such a committee or working group will be decided upon at the time it is formed by means of a minute detailing the terms of reference which will consider the purpose of the committee or group, its membership, and frequency of meetings, accountability and reporting and areas of interest.

12.3. Advisory committees and working groups will report back with recommendations to Full Council, or the committee that formed it from time to time and as appropriate

5.4 Legal Authority and Implication

- 5.4.1 All recommendations from Mampitts Advisory Committee to be presented to the General Management Committee for consideration

5.5 Financial Implication

- 5.5.1 None arising from this report

5.6 Impact Assessment

- 5.6.1 Equalities – None
- 5.6.2 Environmental – None
- 5.6.3 Crime and Disorder – None
- 5.6.4 Resources – None
- 5.6.5 Economic – None

5.6.6 Risk Management – None

5.7 Recommendation

5.7.1 The committee reviews the responses and makes recommendations based on the analysis of the data to the General Management Committee (GEM) at the next meeting on 18th January 2022. Delegate to the Deputy Town Clerk all details in discharging this decision.

5.8 Reason for Recommendation

5.8.1 The GEM committee need to approve the recommendations that are achievable, sustainable and realistic before moving to stage 3 of the process – the community is asked to review on the achievable options.

(End)