



# Shaftesbury Town Council

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Interim Town Clerk: Mrs Brie Logan  
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VAT Reg No 241 1307 58

## General Management Committee Meeting

Minutes of the General Management Committee Meeting (GEM) held at 7 pm on Tuesday, 15 February 2022 in the Council Chamber, Shaftesbury Town Hall.

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**Members Summoned and Present:** GEM Councillors; Brown (Chair), Cook (Vice-Chair), Chase, Edwyn-Jones, Hall, Lewer, Proctor

**Absent:** Councillors Proctor and Brown

**Officers Present:** Brie Logan (Interim Town Clerk), Zoe Moxham, (Assistant Town Clerk)

**In attendance:** Press (1) Public (0) and Online (0)

[Link to Agenda here](#)

### 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.

The meeting commenced at **7.01 pm**

#### **G70 Apologies**

G70a Officer report 0222GEM1 was received and it was **RESOLVED** to accept apologies for absence from Councillors Proctor and Brown due to previous commitments.

#### **G71 Declarations of Interest**

G71a Officer report 0222GEM2 was received and it was **NOTED** that none were known at this stage but could be declared at any point during the meeting.

#### **G72 Minutes**

G72a Officer report 0222GEM3 and minutes from [16 November 2021 v2 18 January 2022 and 20 January 2022](#) were received and it was **RESOLVED** to approve these minutes as a true record of the meetings held and decisions made. The minutes were duly signed.

**ACTION: ASSISTANT TOWN CLERK**

#### **G73 Officer Report to the Committee**

G73a Officer report 0222GEM4 was received and noted.

G73b Whilst discussing the Mampitts Consultation Phase 1 it was **AGREED** that the Interim Town Clerk would request that Dorset Council adhere to the Community Infrastructure Levy (CIL) and Planning Obligations Protocol as adopted in May 2021

G73c It was **RESOLVED** to collate a report detailing the expenditure incurred in the Legal and Professional budget line. A breakdown of this to be provided at the next Full Council meeting.

#### **G74 Accounting Reports**

G74a Officer report 0222GEM5 was received and noted, the officers were thanked.

G74b It was **AGREED** to prepare the following reports on a monthly basis.  
Balance Sheet/ Income and Expenditure/ Payments

ACTION: FINANCE AND SERVICES OFFICER

#### **G75 Financial Risk Assessment**

G75a Officer report 0222GEM6 was received and it was **RESOLVED** to **RECOMMEND** to Full Council the Risk assessment for adoption with the following amendments;

- Unexpected by-elections, Impact risk - change from 3 to 2
- Conflict of Interest, Frequency risk - change from 2 to 3

ACTION: ASSISTANT TOWN CLERK

#### **G76 Rifles Monument**

G76a Officer report 0222GEM8 was received and it was **RESOLVED** to transfer funds held in reserve line 4941 Memorial Stone Maintenance to The Friends of The Dorsetshire Regiment the Devon & Dorset Regiment and The Rifles Regiment Charity and to nominate a member to sign the agreement on behalf of Shaftesbury Town Council . Delegate to the Interim Town Clerk all details in discharging this decision.  
(Financial provision - £2,450 – Budget line Memorial Stone Maintenance ED )

ACTION: FINANCE AND SERVICES OFFICER

There being no further business, the meeting was closed at 7.45pm

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