



Minutes of the Full Council Meeting on Tuesday 15th November 2022 at 7 pm
Held in the Council Chamber, Shaftesbury Town Hall

Members Summoned and Present: Councillors Brown (Chair), Edwyn-Jones (Vice Chair), Cook, Chase, Hall (later arrival), Hollingshead, Lewer, Loader, Proctor and Tippins

Absent: Councillors Yeo and Wild

Officers Present: Brie Logan (Town Clerk), Sybille Maddock (Assistant Town Clerk)

In attendance: Press (1), Members of the public (3) and online (0)

[Link to agenda](#)

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.

- Disappointment was raised about the absence of Cllr Hall at town council meetings, which amount to eight absences, four without apology this year.
- A resident raised issues with the Gillingham & Shaftesbury Road, which is very busy and dangerous. He spoke about a recent incident on that road.
- The Lion’s Mouth transfer was raised and the resident is looking forward to an update. He also spoke about safety railings. Cllr Cook confirmed that he will speak to Dorset Council to see what highways improvements can be made. He also thanked the Town Council for the fire risk assessment report provided to him.

The meeting commenced at 7.11 pm.

FC93 Apologies

Officer report 1122FC1 was received and it was **RESOLVED** to accept apologies from Cllr Wild due to being unwell.

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

FC94 Declarations of Interest

Officer report 1122FC2 was received. It was **NOTED** that Councillors should declare any interests if they arise.

Cllr Brown declared an interest in agenda item 10 as a Dorset Councillor.

FC95 Minutes

It was **RESOLVED** that minute FC89 will be annotated to clarify that this item will be ratified at the Full Council meeting 15th November 2022, agenda item no.13.

Proposed by Cllr Tippins		
Seconded by Cllr Edwyn-Jones		
In Favour	7	Cllrs Brown, Edwyn-Jones, Cook, Hollingshead, Lewer, Loader and Tippins
Against	2	Cllrs Chase and Proctor
Abstentions		
MOTION CARRIED		

Officer report 1122FC3 was received and it was **RESOLVED** to adopt the minutes from the Full Council meeting on [18th October 2022](#).

Proposed by Cllr Lewer		
Seconded by Cllr Tippins		
In Favour	7	Cllrs Brown, Edwyn-Jones, Cook, Hollingshead, Lewer, Loader and Tippins
Against	2	Cllrs Chase and Proctor
Abstentions		
MOTION CARRIED		

Action: Town Clerk

FC96 Reports for information to Full Council

Officer report 1122FC4 was received and it was **NOTED** that;

Civic Report

Cllr Brown thanked all councillors who attended the Armistice Service on Friday 11th November and Remembrance Day parade on Sunday 13th November.

Cllr Edwyn-Jones commented on the fantastic church service on Sunday 13th November.

Cllr Loader expressed her disappointment about the lack of Councillor attendance at church services.

Cllr Hall arrived at 7.27pm.

Local Organisation Reports

Cllr Loader reported that so far, the poppy collection has been very successful.

Dorset Council Reports

Cllr Edwyn-Jones read out a report sent in by Cllr Beer, reporting the following:

Community Highways Officer – First meeting took place, looking to have monthly meetings to discuss any matters arising. Cllr Beer requested that a budget provision is made for the statutory consultation on the town centre pedestrian priority, which he is aware is not a simple due to the lack of alternative route on the South side, as well as the narrow streets at Barton Hill and Bell Street. A discussion was held about a simple remedy to improve disabled access Bimport, gullies filling up too quickly on Church Hill and the traffic gate at Mampitts Lane.

Library Survey – Due to the changing role of libraries, Cllr Beer urged everyone to take part in the ongoing consultation process.

EVCP – Cllr Beer is pleased to see that Electric Vehicle Charge points are being installed in Bell Street car park. It is good to move with the times and offer those driving into the town a service which more and more they come to expect.

Abbeyfield House – Cllr Beer understands that the impending closure is worrying for its residents and their families and will be making enquiries to try and find a solution. Dorset Council is doing all it can to assist those affected.

Temporary timetable on South West Railway – The post-covid timetable has now been reinstated. The line will be closed from 10th to 19th December for major engineering work. Work is underway to keep the booking office at Gillingham open, as people still need advice, security, waiting rooms and toilets open, as well as a human presence.

Cllr Cook reported that the Bus Gate item has not been added to the DC Highways agenda yet again.

Cllr Tippins enquired about planning application P/FUL/2022/03432 which was refused by the Dorset Council planning officer, despite Cllr Beer requesting it goes to committee. Cllr Cook will investigate why this was not called to committee.

Action: Cllr Cook

Other Reports

None

The reports were received and **NOTED**.

FC97 Clerk’s report including correspondence and progress report on Full Council business

FC97a Officer report 1122FC5.1 was received and **NOTED**.

A discussion was held about the Civility and Respect pledge.

FC97b Officer report 1122FC5.2 was received and **NOTED**.

FC97c Officer report 1122FC5.3 was received.

1. Town Hall Electrical Works

It was **RESOLVED** to **NOTE** the expenditure for the Town Hall electrical works under the Scheme of Delegation and to **NOTE** and **APPROVE** the estimated overspend at year end of £4,175.00 on budget line 4250/201, with funds being drawn down from General Reserves (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

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

Action: Town Clerk

2. Cleaning of Clock Tower

It was **RESOLVED** to **APPROVE** the expenditure of £795+VAT using budget line 4250/211 for the cleaning of the clock tower (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8), noting the overspend to the value of £795 will be drawn from General Reserves.

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

Action: Town Clerk

3. Shaftesbury Business Awards

It was PROPOSED by Cllr Chase but NOT SECONDED to not support the Shaftesbury Business Awards.

It was **RESOLVED** to **APPROVE** expenditure of £350 +VAT using budget line 4945 Economic Development. (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

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

Action: Town Clerk

4. Pay Awards 2022/2023

Officer report 1122FC5.3.3 was received and **NOTED**.

FC98 To receive and note minutes of and/or to determine recommendations by committees

Officer report 1122FC6 was received and **NOTED**.

FC99 To approve payments and receive financial reports

Officer report 1122FC7 was received and it was **RESOLVED** to approve the payments.

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

Action: Town Clerk

FC100 To receive the St James Park project contract and associated documents

Officer report 1122FC8 was received and **NOTED**.

It was **RESOLVED** to approve the final contract and associated documentation in advance of the works. The Chairman and Vice Chairman have been nominated to sign the contract on behalf of Shaftesbury Town Council.

Proposed by Cllr Hollingshead		
Seconded by Cllr Chase		
In Favour	5	Cllrs Brown, Edwyn-Jones, Chase, Hollingshead and Proctor
Against	4	Cllrs Hall, Lewer, Loader and Tippins
Abstentions	1	Cllr Cook
MOTION CARRIED		

Action: Town Clerk

FC101 To receive and consider the initial draft budget submission

Officer report 1122FC9 was received and it was **RESOLVED** that the Draft Budget is accepted as a starting point for further discussions.

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

Action: Town Clerk

FC102 To consider submitting a Library Consultation stakeholder response to Dorset Council

Cllr Edwyn-Jones chaired this agenda item as Cllr Brown did not take part in the discussion and voting.

Cllr Hollingshead provided some background to the consultation and advised that the DC Policy Lead, Cllr Beddows is coming to Shaftesbury on 29th November to talk about the consultation.

Cllr Hollingshead will conduct some benchmarking research as well as usage to understand why Shaftesbury Library has been put into the category it is in.

Action: Cllr Hollingshead

Officer report 1122FC10 was received and it was **RESOLVED** that Shaftesbury Town Council delegates for the Town Clerk in conjunction with Cllr Hollingshead to formulate a response to this consultation on behalf of the Council.

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

Action: Town Clerk

FC103 To receive the Playground Inspection reports and analysis of the findings

Officer report 1122FC11 was received and it was **RESOLVED** to note the findings of the 2022 Playground Inspection report and to delegate the management of the urgent repairs to the Town Clerk up to a value of £6,000 and approve an overspend on budget line 4291 (Playground Maintenance and Repairs) (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

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

Action: Town Clerk

FC104 To consider the options for further protection of important Green and Open Spaces via the Fields in Trust Deed of Dedication

Officer report 1122FC12 was received and it was **RESOLVED** to protect St James Park, Wincombe Recreation Ground, Land South of Church Hill (Slopes), Cockrams field (Youth Club field), Barton Hill, Queens Mother’s Garden, Great Ground, Brionne Gardens, Salisbury Street Green via Fields in Trust Deed of Dedication.

The lease for the Cricket Field and Shaftesbury Football Club including the training pitch will be reviewed, and the tenants will be advised of the potential protection. This will be brought back to a future Full Council meeting for further discussion.

Proposed by Cllr Hall		
Seconded by Cllr Cook		
In Favour	8	Cllrs Edwyn-Jones, Cook, Chase, Hall, Hollingshead, Lewer, Loader and Tippins
Against		
Abstentions	2	Cllrs Brown and Proctor
MOTION CARRIED		

Action: Town Clerk

Cllr Chase left the meeting at 8.58pm and returned at 8.59pm.

FC105 To agree the panel to conduct the Town Clerk annual appraisal

Note: The Town Clerk advised the council to ratify the decision taken at the 18th October Full Council meeting, as the appraisal was not on the agenda and the slide shown was for information purposes only.

It was PROPOSED by Cllr Hollingshead and SECONDED by Cllr Chase that the decision taken at Full Council 18th October is ratified, however this proposal was withdrawn.

Officer report 1122FC13 was received and it was **RESOLVED** that Cllrs Hall, Lewer and Edwyn-Jones are on the appraisal panel.

Proposed by Cllr Chase		
Seconded by Cllr Cook		
In Favour	5	Cllrs Brown, Cook, Chase, Hollingshead and Proctor
Against	1	Cllrs Tippins
Abstentions	4	Cllrs Hall, Lewer, Loader, Edwyn-Jones
MOTION CARRIED		

Action: Town Clerk

FC106 To consider approving a new Performance and Development Review policy, a new Customer Service policy and to receive three updated policies

Officer report 1122FC14 was received and it was **RESOLVED** to adopt the new Performance and Development Review Policy and Customer Service Policy as well as approve the amended Staff and Member Training policy, Comments, Compliments and Complaints procedure and Privacy Notice.

Proposed by Cllr Edwyn-Jones		
Seconded by Cllr Chase		

In Favour	10	Cllrs Brown, Edwyn-Jones, Cook, Chase, Hall, Hollingshead, Lewer, Loader, Proctor and Tippins
Against		
Abstentions		
MOTION CARRIED		

Action: Town Clerk

There being no further business, the meeting was closed at 9:20 PM.

These minutes were adopted on 13th December 2022. under minute reference FC109 as a true record of the decisions taken and are duly signed below by the chair of that meeting.