



Minutes of the Full Council Meeting on Tuesday 21st March 2023 at 7 pm
Held in the Council Chamber, Shaftesbury Town Hall

Members Summoned and Present: Councillors Brown (Chair), Edwyn-Jones (Vice Chair), Chase, Cook, Hall (arrived at 7.44pm), Hollingshead, Lewer, Loader and Yeo

Absent: Councillors Proctor, Tippins and Wild

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

In attendance: Press online (1), Members of the public (25) and online (5)

[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.

- Member’s Motion - Bus Gate, query re statistics
Cllr Edwyn-Jones responded to the questions.
Cllr Yeo reported that it will be discussed at the Dorset Council Technical Planning Committee.
Cllr Cook reported that Dorset Council does not have the responsibility of imposing the bus gate, it is imposed by the Planning Inspector and Secretary of State, it only has the responsibility to carry out the implementation.
- Pedestrianisation resolved 25th May 2021 – Members Motion to support permanent pedestrianisation – requested an update on this motion, the TRO and a traffic management plan.
Cllr Brown explained the item is with Dorset Council currently and STC is awaiting an update.
- Queries were raised about how consultations are held.
- Queries about STC declaring a Climate Emergency in 2019.
- Beech trees A350 have been chopped down – Cllr Cook explained that this area is in Wiltshire.

The meeting commenced at 7. 21pm.

FC151 Apologies

Officer report 0323FC1 was received and it was **RESOLVED** to accept apologies from Cllrs Proctor, Wild and Tippins.

| | | |
|-------------------------------|---|---|
| Proposed by Cllr Loader | | |
| Seconded by Cllr Hollingshead | | |
| In Favour | 7 | Cllrs Brown, Edwyn-Jones, Chase, Cook, Hollingshead, Lewer and Loader |
| Against | 1 | Cllr Yeo |
| Abstentions | 0 | |
| MOTION CARRIED | | |

FC152 Declarations of Interest

Officer report 0323FC2 was received. It was **NOTED** that Councillors should declare any interests if they arise.

Cllr Yeo declared that he is recording the meeting and requested a recorded vote. He declared an interest in agenda item 5.1 due to being involved with the Mampitts CIC and agenda item 8 as he lives near the bus gate.

Cllr Brown declared an interest in item 8 due to living in the area and 9.2 due to his employment.

FC153 Minutes

Officer report 0323FC3 was received and it was **RESOLVED** to adopt the minutes from the Full Council meeting on [21st February 2023](#).

| | | |
|------------------------------|---|---|
| Proposed by Cllr Edwyn-Jones | | |
| Seconded by Cllr Lewer | | |
| In Favour | 7 | Cllrs Brown, Edwyn-Jones, Chase, Cook, Hollingshead, Lewer and Loader |
| Against | 0 | |
| Abstentions | 1 | Cllr Yeo |
| MOTION CARRIED | | |

Action: Town Clerk

FC154 Reports for information to Full Council

Officer report 0323FC4 was received and it was **NOTED** that;

Civic Report

Cllr Edwyn-Jones spoke about the DAPTC award received by the Town Council.

Cllr Edwyn-Jones attended the Wimborne Mayor's Civic Thanksgiving service and reported that it was a delightful service and a very enjoyable day.

Local Organisation Reports

None

Dorset Council Reports

None

Other Reports

None

The reports were received and **NOTED**.

FC155 Clerk's report including correspondence and progress report on Full Council business

FC155a Officer report 0323FC5.1 was received and **NOTED**.

A discussion was held about Mampitts Green.

FC155b Officer report 0323FC5.2 was received and **NOTED**.

FC155c Officer report 0323FC5.3 was received.

1. Town Hall Additional Electrical Works

It was **RESOLVED** to approve the cost of £3,230.18 associated with the additional works including the relocation of the distribution panel as per the Fire Risk assessment budget line 4250 Repairs & Maintenance. (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

| | | |
|------------------------|---|--|
| Proposed by Cllr Chase | | |
| Seconded by Cllr Cook | | |
| In Favour | 8 | Cllrs Brown, Edwyn-Jones, Chase, Cook, Hollingshead, Lewer, Loader and Yeo |
| Against | 0 | |
| Abstentions | 0 | |
| MOTION CARRIED | | |

Action: Town Clerk

2. Mampitts Architect

It was PROPOSED by Cllr Yeo but NOT SECONDED to not approve this proposal.

It was **RESOLVED** to approve the appointment of the architect to take the project to planning application stage noting the reduced fee of £5,000 to facilitate this work as part of their commitment to support the community project, using budget line EMR 4943 Mampitts Community Infrastructure (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

| | | |
|------------------------|---|---|
| Proposed by Cllr Chase | | |
| Seconded by Cllr Lewer | | |
| In Favour | 7 | Cllrs Brown, Edwyn-Jones, Chase, Cook, Hollingshead, Lewer and Loader |
| Against | 1 | Cllr Yeo |
| Abstentions | 0 | |
| MOTION CARRIED | | |

Action: Town Clerk

3. Shaftesbury Lido

It was **RESOLVED** to approve the appointment of the Gillingham Community Leisure Trust and the floor repairs at a total cost of £7,340, using funds from budget line 4931/902 Swimming Pool (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

| | | |
|------------------------------|---|--|
| Proposed by Cllr Edwyn-Jones | | |
| Seconded by Cllr Chase | | |
| In Favour | 8 | Cllrs Brown, Edwyn-Jones, Chase, Cook, Hollingshead, Lewer, Loader and Yeo |
| Against | 0 | |
| Abstentions | 0 | |
| MOTION CARRIED | | |

Action: Town Clerk

4. Allotment Working Group

It was **RESOLVED** to set up an Allotments Working Group to review the policy and consider any amendments to present to STC for consideration at a later date.

| | | |
|------------------------------|---|--|
| Proposed by Cllr Edwyn-Jones | | |
| Seconded by Cllr Chase | | |
| In Favour | 8 | Cllrs Brown, Edwyn-Jones, Chase, Cook, Hollingshead, Lewer, Loader and Yeo |
| Against | 0 | |
| Abstentions | 0 | |
| MOTION CARRIED | | |

Action: Town Clerk

5. Equipment Service

It was **RESOLVED** to approve the overspend on line 4250 by a further £2,482.87. The overspend on line 4281, including these works, is now £8,392.05 noting this expenditure includes the cost of the hire vehicle. (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

| | | |
|-------------------------|---|--|
| Proposed by Cllr Cook | | |
| Seconded by Cllr Loader | | |
| In Favour | 8 | Cllrs Brown, Edwyn-Jones, Chase, Cook, Hollingshead, Lewer, Loader and Yeo |
| Against | 0 | |
| Abstentions | 0 | |
| MOTION CARRIED | | |

Action: Town Clerk

6. Strategic Plan and Work Programme

It was **RESOLVED** to set up a Working Group to review the Strategic Plan and Work Programme and to make recommendations to council for considerations.

| | | |
|------------------------------|---|--|
| Proposed by Cllr Edwyn-Jones | | |
| Seconded by Cllr Lewer | | |
| In Favour | 8 | Cllrs Brown, Edwyn-Jones, Chase, Cook, Hollingshead, Lewer, Loader and Yeo |
| Against | 0 | |
| Abstentions | 0 | |
| MOTION CARRIED | | |

Action: Town Clerk

FC156 To receive and note minutes of and/or to determine recommendations by committees

Officer report 0323FC6 was received and **NOTED**.

FC157 To approve payments and receive financial reports

Officer report 0323FC7 was received and noted and it was **RESOLVED** to approve the payments (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

| | | |
|------------------------|---|--|
| Proposed by Cllr Cook | | |
| Seconded by Cllr Lewer | | |
| In Favour | 8 | Cllrs Brown, Edwyn-Jones, Chase, Cook, Hollingshead, Lewer, Loader and Yeo |
| Against | 0 | |
| Abstentions | 0 | |
| MOTION CARRIED | | |

Action: Town Clerk

Payments for approval Full Council 21/03/2023

| Supplier and Invoice Details | Invoice Date | Invoice No | Amount Due | Discount | Amount Paid |
|--|--------------|--------------|------------|----------|-------------|
| 1STCALL 1st Call Training | | | | | |
| <i>IOSH Working Safely Training</i> | 22/02/2023 | 7295 | 500.00 | 0.00 | 500.00 |
| BERWICK Chris Berwick Ltd | | | | | |
| <i>Clearance of QM Garden</i> | 28/02/2023 | SI-2580 | 2,880.00 | 0.00 | 2,880.00 |
| BLACHERE Blachere Illumination UK Ltd | | | | | |
| <i>Xmas lights x 62</i> | 28/02/2023 | S155846 | 5,876.11 | 0.00 | 5,876.11 |
| <i>Stars for Xmas Lights</i> | 28/02/2023 | S155847 | 2,260.00 | 0.00 | 2,260.00 |
| CASTLE N T Surveying | | | | | |
| <i>Contract Admin St James Park</i> | 02/03/2023 | 1983 | 478.80 | 0.00 | 478.80 |
| CHEAP Cheap Printing Dorset | | | | | |
| <i>Corex signs</i> | 21/02/2023 | 1184347 | 43.20 | 0.00 | 43.20 |
| CLARITY Clarity Copiers Ltd | | | | | |
| <i>Printing February</i> | 28/02/2023 | 128719 | 24.36 | 0.00 | 24.36 |
| DCC Dorset Council | | | | | |
| <i>By-Election Costs May 2022</i> | 03/03/2023 | 1801251102 | 4,505.67 | 0.00 | 4,505.67 |
| DESIGN Designjam Ltd | | | | | |
| <i>Monthly support</i> | 01/03/2023 | 3033 | 168.00 | 0.00 | 168.00 |
| DINEFWR Coed Dinfrw Ltd | | | | | |
| <i>Picnic Benches</i> | 27/02/2023 | 3113 | 7,512.00 | 0.00 | 7,512.00 |
| <i>Oak Bench</i> | 27/02/2023 | 3114 | 504.00 | 0.00 | 504.00 |
| EGCOLES EG. Coles | | | | | |
| <i>Service and repair Mower</i> | 08/03/2023 | 109950 | 1,698.10 | 0.00 | 1,698.10 |
| <i>Service Pedestrian Mower</i> | 08/03/2023 | 109951 | 1,281.44 | 0.00 | 1,281.44 |
| ELITE Elite Playground Inspections | | | | | |
| <i>Play Inspections Feb</i> | 09/02/2023 | 110-02 | 231.00 | 0.00 | 231.00 |
| <i>Play ground inspection</i> | 02/03/2023 | 110-03 | 231.00 | 0.00 | 231.00 |
| FLINTAN Dominic Flintam | | | | | |
| <i>Restoration St James Gates</i> | 05/03/2023 | 050320231913 | 1,495.00 | 0.00 | 1,495.00 |
| GLASDON Glasdon UK Ltd | | | | | |
| <i>Grit Bins 90 Ltr x 2</i> | 15/02/2023 | S1857508 | 304.46 | 0.00 | 304.46 |
| GLASS Gillingham Glass Co Ltd | | | | | |
| <i>Bus Shelter repairs</i> | 07/03/2023 | SI-1102 | 1,546.80 | 0.00 | 1,546.80 |
| IDVERDE Idverde Limited | | | | | |
| <i>Invoice 2 works St James</i> | 13/03/2023 | 10875918 | 44,347.87 | 0.00 | 44,347.87 |
| <i>Final invoice ref St James Par</i> | 13/03/2023 | 10875919 | 61,231.81 | 0.00 | 61,231.81 |
| MICROSHADE Micorshade VSM | | | | | |
| <i>Rialtas hosting</i> | 23/03/2023 | 17462 | 73.80 | 0.00 | 73.80 |
| MJHPPS MJ HPPS Ltd | | | | | |
| <i>Boilers for Pool</i> | 10/03/2023 | 7499 | 12,979.56 | 0.00 | 12,979.56 |
| <i>Heating not working Council Ch</i> | 10/03/2023 | 7507 | 117.00 | 0.00 | 117.00 |
| OCTUPUS Octopus Personnel | | | | | |
| <i>High Street Marshall</i> | 28/02/2023 | 14241 | 331.92 | 0.00 | 331.92 |
| <i>High St Marshall</i> | 28/02/2023 | 14430 | 331.92 | 0.00 | 331.92 |
| PERRY Perry & Son Limited | | | | | |
| <i>Reposition sun dial</i> | 27/02/2023 | 6537 | 234.00 | 0.00 | 234.00 |

| | | | | | | |
|---|--------------------------------|-------------------------|-------------|-------------------------------|-------------|-------------------|
| PRODOSE | Prodose Ltd | | | | | |
| <i>Sodium Hypochlorite Generator</i> | | 10/03/2023 | 200341 | 14,495.29 | 0.00 | 14,495.29 |
| SESC | SESC Solutions Ltd | | | | | |
| <i>Repositioning of consumer unit</i> | | 20/01/2023 | 0391 | 3,876.22 | 0.00 | 3,876.22 |
| <i>Remedial works following inspe</i> | | 20/01/2023 | 3007 | 2,910.00 | 0.00 | 2,910.00 |
| SHACKELL | Aileen Shackell | Landscape Design | | | | |
| <i>Landscape Architec St James</i> | | 28/02/2023 | SI384 | 5,200.00 | 0.00 | 5,200.00 |
| TRAVPERK | Travis Perkins | | | | | |
| <i>H/d combi padlocks</i> | | 07/02/2023 | 9054ASQ879 | 57.24 | 0.00 | 57.24 |
| | | | | | | |
| | | | | Proposed Payment Total | 0.00 | 177,726.57 |
| Additional payments for approval FC 21/03/23 | | | | | | |
| 1STCALL | 1st Call Training | | | | | |
| <i>Chapter 8 Signing and Guarding</i> | | 16/03/2023 | 7320 | 474.00 | 0.00 | 474.00 |
| BROWN | Piers Brown | | | | | |
| <i>Travel claim April to March</i> | | 14/03/2023 | TECF1403 | 55.73 | 0.00 | 55.73 |
| DAPTC | DAPTC | | | | | |
| <i>Cllrs networking event KT, VEJ</i> | | 15/03/2023 | 1194 | 150.00 | 0.00 | 150.00 |
| DARWIN | Darwin Ecology Ltd | | | | | |
| <i>Ground level survey St James</i> | | 16/03/2023 | 6816 | 1,500.00 | 0.00 | 1,500.00 |
| GCS | GCS Agricentre | | | | | |
| <i>Consumables</i> | | 06/03/2023 | 233168 | 160.33 | 0.00 | 160.33 |
| LOGAN | Brie Logan | | | | | |
| <i>Milk</i> | | 01/03/2023 | MORRISONS | 1.45 | 0.00 | 1.45 |
| MADDOCK | Sybille Maddock | | | | | |
| <i>Milk, Coffee</i> | | 15/03/2023 | TESCO/MILK | 6.04 | 0.00 | 6.04 |
| MJHPPS | MJ HPPS Ltd | | | | | |
| <i>New water main to boiler room</i> | | 16/03/2023 | 7517 | 828.17 | 0.00 | 828.17 |
| MOXHAM | Tracy Moxham | | | | | |
| <i>Tea, coffee, milk</i> | | 20/03/2023 | TESOC/JEANS | 10.33 | 0.00 | 10.33 |
| NEWLANDS | Newlands Training Ltd | | | | | |
| <i>First aid training</i> | | 19/02/2023 | 7751 | 288.00 | 0.00 | 288.00 |
| <i>Brush Cutter Training</i> | | 26/02/2023 | 7770 | 648.00 | 0.00 | 648.00 |
| PARTNERSHIP | Partnership Security | | | | | |
| <i>Annual service alarm, lights</i> | | 20/03/2023 | 42812 | 154.80 | 0.00 | 154.80 |
| SIGNWRITE | Signrite Signs | | | | | |
| <i>Graphics for van</i> | | 07/03/2023 | 3053 | 190.20 | 0.00 | 190.20 |
| SKEY | Cliff Skey | | | | | |
| <i>Town Crier 2022-23</i> | | 15/03/2023 | 19 | 350.00 | 0.00 | 350.00 |
| STANDFORD | Rowan Standford FFolkes | | | | | |
| <i>Milk</i> | | 09/03/2023 | MORRISONS | 3.15 | 0.00 | 3.15 |
| SYDENHAMS | Sydenhams | | | | | |
| <i>Paint for toilets</i> | | 09/03/2023 | 6409388 | 183.61 | 0.00 | 183.61 |
| TOOGOODS | Toogoods Prop Ltd | | | | | |
| <i>Rent 25/3 to 24/06</i> | | 15/03/2023 | 18415 | 2,527.20 | 0.00 | 2,527.20 |
| TRAVPERK | Travis Perkins | | | | | |
| <i>Postcrete</i> | | 15/02/2023 | 9054ASR668 | 38.40 | 0.00 | 38.40 |
| <i>Postcrete</i> | | 06/03/2023 | 9054AST269 | 36.96 | 0.00 | 36.96 |

| | | | | | |
|--------------|---------------------|------------|------------|------------------------------------|---------------------------|
| WATER | Wessex Water | | | | |
| Water Pool | | 01/03/2023 | 4062396767 | 182.01 | 0.00 |
| | | | | | 182.01 |
| | | | | Total additional payments | 7,788.38 |
| | | | | TOTAL PAYMENTS FOR APPROVAL | <u>£ 185514.95</u> |

FC158 To consider a Member’s Motion – Bus Gate

Cllr Brown left the meeting at 7.37pm and Cllr Edwyn-Jones chaired this item.
Cllr Hall arrived at the meeting at 7.44pm.

An **AMENDMENT** was PROPOSED by Cllr Hollingshead and SECONDED by Cllr Chase for Dorset Council to provide a written response to STC on the decision taken. This was accepted by Cllr Edwyn-Jones.

Officer report 0323FC8 was received and noted and it was **RESOLVED** to write to Dorset Council, including the following: -

- Head of Planning
- Head of Highways
- Development Management Area Manager (Northern), Economic Growth and Infrastructure
- Cllr Ray Bryan, Portfolio Holder for Highways, Travel and Environment
- Cllr Robin Cook, Chairman of Strategic and Technical Planning Committee
- Cllr Sherry Jespersen, Chairman of Northern Area Planning Committee and committee member of Strategic and Technical Planning Committee

requesting that either:

1. The bus gate is moved from its current proposed installation site to the end of Pound Lane, as it meets Mampitts Road, keeping Mampitts Road as an additional access route for The Maltings.
2. The condition is rescinded and instead traffic calming measures are installed at the entrance to/ on Pound Lane.
3. The condition is rescinded and a No Entry sign is installed at the entrance to Pound Lane facing Mampitts Road, excepting buses and cyclists.

| | | |
|------------------------------|---|---|
| Proposed by Cllr Edwyn-Jones | | |
| Seconded by Cllr Chase | | |
| In Favour | 3 | Cllrs Edwyn-Jones, Chase and Hollingshead |
| Against | 2 | Cllrs Lewer and Yeo |
| Abstentions | 3 | Cllrs Cook, Hall and Loader |
| MOTION CARRIED | | |

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|---------------------------|
| Action: Town Clerk |
|---------------------------|

FC159 To receive and note informal meeting notes and / or to determine recommendations by Working Groups

Officer report 0323FC9 was received.

1. Sustainable Shaftesbury

The informal summary of meeting was received and **NOTED**.

2. King’s Coronation

The informal summary of meeting was received and **NOTED**. It was **RESOLVED** to proceed with Option 1, the Coronation Community event – mini festival, the Crown Hunt and the lighting of the Town Hall and to **APPROVE** the associated costs of £5,837.00, using budget line Kings Coronation, with the remainder funds taking from General Reserves (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

| | | |
|------------------------|---|---|
| Proposed by Cllr Chase | | |
| Seconded by Cllr Lewer | | |
| In Favour | 8 | Cllrs Edwyn-Jones, Chase, Cook, Hall, Hollingshead, Lewer, Loader and Yeo |
| Against | 0 | |
| Abstentions | 0 | |
| MOTION CARRIED | | |

Action: Town Clerk

Cllr Brown returned to the meeting.

3. High Street Working Group

3.1 To consider a monthly artisan market event

The informal summary of meeting was received and **NOTED**. It was **PROPOSED** by Cllr Chase and **SECONDED** by Cllr Cook to introduce a new monthly market festival event on a trial basis for 2023.

An amendment was **PROPOSED** by Cllr Yeo but **NOT SECONDED** that a consultation with every shop in the High Street is undertaken before a market is started.

It was **RESOLVED** to introduce a new monthly market festival event on a trial basis for 2023, with three Saturdays and three Sundays between May and November, using EMR funds up to £5,000 (including contingency) allocated to Economic Development line 368 (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

| | | |
|------------------------|---|---|
| Proposed by Cllr Chase | | |
| Seconded by Cllr Cook | | |
| In Favour | 8 | Cllrs Brown, Edwyn-Jones, Chase, Cook, Hall, Hollingshead, Lewer and Loader |
| Against | 1 | Cllr Yeo |
| Abstentions | 0 | |
| MOTION CARRIED | | |

Action: Town Clerk

FC160 To approve the Calendar of Meetings for 2023/2024 and to revise the Calendar of Meetings for 2022/2023

Officer report 0323FC10 was received and it was **RESOLVED** to approve the Calendar of Meetings for 2023/2024 including the Mayor Making date and to amend the two dates for the Annual Town Meeting (25th April) and Annual Council Meeting (16th May) in 2023. The calendar for 2023/2024 will be further ratified at the Annual Meeting in May 2023 for the forthcoming municipal year.

It was **PROPOSED** by Cllr Hall and **SECONDED** by Cllr Chase that the meeting start time is changed to 7.30pm. It was agreed for this to be added to the May meeting agenda.

| | | |
|-------------------------|--|--|
| Proposed by Cllr Cook | | |
| Seconded by Cllr Loader | | |

| | | |
|-----------------------|---|--|
| In Favour | 9 | Cllrs Brown, Edwyn-Jones, Chase, Cook, Hall, Hollingshead, Lewer, Loader and Yeo |
| Against | 0 | |
| Abstentions | 0 | |
| MOTION CARRIED | | |

Action: Town Clerk

FC161 Microsoft Cloud Back Up

Officer report 0323FC11 was received and it was **RESOLVED** to purchase the Back-Up of all STC Microsoft licences at total cost of £820.80 pa taking funds from budget line 4414/401 IT Support. (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

| | | |
|-----------------------|---|---|
| Proposed by Cllr Hall | | |
| Seconded by Cllr Yeo | | |
| In Favour | 8 | Cllrs Brown, Edwyn-Jones, Cook, Hall, Hollingshead, Lewer, Loader and Yeo |
| Against | 1 | Cllr Chase |
| Abstentions | 0 | |
| MOTION CARRIED | | |

Action: Town Clerk

There being no further business, the meeting was closed at 8:21 PM.

These minutes were adopted on 18th April 2023 under minute reference FC164 as a true record of the decisions taken and are duly signed below by the chair of that meeting.