



To: All Town Councillors

For Information: Dorset Council Councillors, Members of the Public & Press

A G E N D A

EXTRAORDINARY FULL COUNCIL MEETING OF THE TOWN COUNCIL

You are summoned to a meeting of the for the transaction of the business shown on the agenda below. To be held at **6 pm on Monday, 3rd July 2023** in the **Council Chamber, Shaftesbury Town Hall**. The meeting will also be hosted online. Public, press and non-committee members, join on your computer or mobile app using [Microsoft Teams](#).

The meeting will start with the confidential session at 6pm with member of the public invited to join the public meeting from 7pm.

Mrs Brie Logan

Town Clerk, 27th June 2023

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.

Members are reminded of their duty under the [Code of Conduct](#), [Scheme of Delegation](#) and [Standing Orders](#).

The Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, religion, belief or disability), Crime & Disorder, Health and Safety and Human Rights. Disabled access is available.

All in attendance should be aware that filming, recording, photography or otherwise may occur during the meeting.

The 7 principles of public life

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

(Committee on Standards in Public Life, 1995)

1. [Apologies – To receive and consider for acceptance](#)
2. [To receive any Declarations of Interests and Requests for Dispensation](#)
3. [Confidential Session](#)
4. [To receive and note minutes of and/or to determine recommendations by committees](#)
5. [To receive an update on the use of Herbicide/Pesticide by Shaftesbury Town Council on its land](#)
6. [To receive the Concept Plan for Ash Close, Gower Road and short-term improvements to Play parks as per the Masterplan](#)

Agenda Item No. 1

Apologies – To receive and consider for acceptance

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.

Apologies received from Councillors Chase, Lewer and Proctor.

Agenda Item No. 2

To receive any Declarations of Interests and Requests for Dispensation

Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct – adopted in July 2021. The Clerk will report any dispensation requests received.

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)

To consider entering into confidential session to consider (1) item of a commercially sensitive nature (2) a complaint relating to a confidential matter

Summary

A meeting of a council must be open to the public and the press. They can be excluded only by a resolution if publicity would prejudice the public interest by reason of the confidential nature of the business or for some other reason stated in the resolution and arising out of the business to be transacted. The power to exclude is not exercisable generally but only for a particular occasion. (Public Bodies [Admission to meetings] Act, 1960). These rules apply equally to committees of the council. (Local Government Act, 1972 s.100).

See **confidential** report relating to matter # 1 will be circulated to members separately.

The confidential report relating to matter # 2 will distributed in hard copy at the meeting and reading time will be given prior to the item being debated.

Legal Authority and Implication

A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies” (Public Bodies [Admission to meetings] Act, 1960)

Recommendation

That the public be excluded during the discussion of the remaining agenda items on the grounds that they involve the likely disclosure of confidential information and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The council RESOLVES to accept the recommendation as outlined in the confidential report. Delegate to the Town Clerk all details in discharging this decision.

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

Reports provided within this item are to be received, they provide updates on decisions already taken by the Committee(s) and actions taken under the Scheme of Delegation (where not previously reported) that need to be resolved.

Receive and note minutes of and/or to determine recommendations by committees.

When a council delegates its responsibilities to a committee, sub-committee, officer or another local authority, they are acting for and on behalf of the council. The statutory authority for a delegation is found in Local government Act, 1972 s.101. (NALC, 2018)

Minutes for the Planning and Highways committee are provided for information using the hyperlinks below and any recommendations for Full Council to consider are noted.

Draft minutes from the Planning and Highways committee meeting on [6th June 2023](#).

Ref	Recommendation	The Council are requested to resolve:
P&H	No recommendations arising from the April meeting that need a Full Council resolution.	
SSAC	No meeting this month.	

Recommendation

That the minutes are received and noted.

To receive and note that Cllr Hall resigned from the Planning and Highways committee on 22nd May as referenced in the P&H minutes.

To receive an update on the use of Herbicide/Pesticide by Shaftesbury Town Council on its land

Background

In 2016 STC resolved the following:

FC127 Glyphosates and Bee Friendly Policy

Officer report 0216FC12 was received. It was RESOLVED *to have a complete ban of the use of glyphosates in sensitive areas such as those rich in wildlife, play areas and dog walking areas and high profile tourist areas. The Clerk was requested to seek further advice including alternative chemicals that might be suitable, with the intention of achieving a complete town-wide ban within 12 months.*

Recently further research has been conducted and advice has been sought in line with the historic resolution.

Further information

Local councils are responsible to treat and dispose of invasive non-native plants as set out in the [Wildlife and Countryside Act 1981](#), such as Japanese Knotweed, Himalayan Balsam, and Giant Hogweed and others if they are found to be growing on STC land; under [Schedule 9 of the Wildlife and Countryside Act 1981](#). The Act sets out which plants are included and states that these must be stopped from spreading and causing nuisance or damage to other land or property. Non-compliance with legislation could lead to responsibility for any damaged caused and potential prosecution.

Chemical control is the only (cost) effective method of eradicating such plants, the alternatives are pulling or digging out, burying or burning them prior to complete disposal off site. They are not allowed to be disposed of at recognised landfill or waste sites, hence spraying is the best option available.

[Guidance - How to stop invasive non-native plants from spreading](#)

Due to maintenance issues and concerns that pernicious weeds could become woody (over time) and undermine the foundations and mortar in Gold Hill and Gold Hill Wall, Dorset Council Countryside Services have used Glyphosate based herbicide when necessary, as a control measure for these features on an annual basis.

Whilst there are recognised organised groups such as Pesticide Action Network UK (PAN UK) who champion a pesticide free future, the Royal Horticulture Society (RHS) and the National Trust (NT) still advocate the use of chemicals (almost all Glyphosate based) in certain but not all circumstances; where cultural control is not possible due to high costs or manpower issues.

The [National Trust](#) have provided STC with the following statement:

We have done a lot of thinking about its use across the National Trust estate, not only by our own staff but also by our tenant farmers.

We have committed to only use Glyphosate where it really is necessary to meet our nature conservation or public access objectives. We are reducing our use of chemicals in general and always testing and trialling alternatives. One alternative for Glyphosate application is the brush system such as [shown in this document](#), but this is not suitable for all applications or on historically significant surfaces.

Historic England have provided this advice:

I have asked colleagues who manage English Heritage properties and the initial advice is that whilst the use of glyphosates is not banned the use of chemical is restricted. Chemicals are not used for general spraying, only for spot treating pernicious weeds where they are rooted deep in masonry and threatening historic fabric.

Generally, the advice is to remove as much as the growth as possible and then treat the root with a herbicide.

Obviously, this advice would change if the area had any natural designations such as SSSI and Natural England would be consulted on vegetation management.

Approximately 48 local authorities have made the decision to introduce a complete ban, Glastonbury Town Council was the first to do so and this has been in place for over 5 years. Many still advocate using chemicals in the most extreme cases to control Schedule 9 invasive species. Both Dorset Council and Wiltshire Council amongst many others still use chemical control methods but are reducing the frequency and amounts used whenever possible.

As it currently stands, the use of Glyphosate is authorised until December 2025.

Further research undertaken with local authorities

The below authorities are similar in demographics and size as Shaftesbury.

Local Authority	PAN UK website – registered pesticide free towns	Use of Glyphosate?	Comments
Glastonbury	Yes	No	Hot foam is used around the Town Hall and roads/ pavements. Scheduled monuments are not managed by GTC.
Warminster	Yes	Yes – for invasive weeds	Looking to phase out use of chemicals. Tried using acetic acid (vinegar) in certain areas, however still use Glyphosate to control invasive weeds.
Chipping Norton	Yes	Yes – for invasive weeds	Endeavoured not to use chemicals. Scheduled monument has Maretail weed and only option to control is Glyphosate. Been trialling other options in other areas which do not have invasive weeds.
Lyme Regis	Yes	Yes – for invasive weeds	Issue with Maretail and still use Glyphosate to control weed.

[Independent research commissioned by Cardiff Council.](#) This is a lengthy document, however the summary can be found on page 38.

Alternative Methods (researched May 2023)

Method	Detail	Disadvantage
Thermal treatments	<ul style="list-style-type: none"> • Hot Foam or Hot Water/Steam • Flame Gun/weed burners • Electrocutation 	<ul style="list-style-type: none"> • More expensive • Additional equipment required • Additional resources required • Increased H&S risk to operator and public • More than one application required

		<ul style="list-style-type: none"> • Not proven to be fully effective
Mechanical control	<ul style="list-style-type: none"> • Plastic cords • Wire brushes or blades 	<ul style="list-style-type: none"> • Increased H&S risk to operator and public from debris • Potential ancillary damage to paved and kerbed areas • Will only sever weed head, does not remove root • Repeat visits required
Other	<ul style="list-style-type: none"> • Vinegar solutions • Soda Crystals 	<ul style="list-style-type: none"> • Cheaper than the above • More labour intensive • Not proven to be fully effective • Vinegar – leaves strong smell • Crystals – slippery after application which could cause hazard
Manual	<ul style="list-style-type: none"> • Picking by hand • Hoe • Brushing 	<ul style="list-style-type: none"> • Effective but time consuming • Labour intensive

Recommendation

Councillors are to consider the information in this report and resolve that STC will continue to comply with government legislation and use Glyphosate in those exceptional circumstances where no other substance is known to be as effective.

To receive the Concept Plan for Ash Close, Gower Road and short-term improvements to Play parks as per the Masterplan.

Background

In April 2023 it was **RESOLVED** to *appoint A-S-A Landscapes as the Landscape Architect, for continuity of services, noting the scope of works, once prepared, will go to tender and the council will select the contractor it wishes to commission for the playground works, at a cost of £11,350 for Wincombe Recreation ground (to cover the concept and detailed design excluding disbursements) and £3,200 for producing the design plans associated with the short-term improvements to all play parks and detailed design plans for Gower Road and Ash Close play parks.*

Further Information

The Landscape Architect has prepared the Schedule of Works and Play Spaces Upgrade Proposed Plans for review by members for the following playparks.

Ash Close
Barton Hill
Cockrams
Enmore Green
Gower Road

[Schedule of Works](#)

[Play Spaces Upgrade: Proposal Plans](#)

Exact design details for benches and other accessories are yet to be determined.

Recommendation

Councillors are requested to review the information and to (1) approve the Proposed Plans and (2) approve the Schedule of Works in advance of the documentation being uploaded to Contract Finder in line with the tender process.