



**Minutes of the Full Council Meeting on Tuesday 18<sup>th</sup> July 2023 at 7 pm**  
**Held in the Council Chamber, Shaftesbury Town Hall**

**Members Summoned and Present:** Councillors Edwyn-Jones (Chair), Hollingshead (Vice Chair), Brown, Chase, Cook, Lewer, Loader, Proctor, Tippins, Wild (arrived at 7.14pm) and Yeo

**Absent:** Cllr Hall

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

**In attendance:** Press (1), Members of the public (24) 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.

- Pleased that the Chair referred to the Nolan principles at the beginning of the meeting
- Transparency of STC Accounts
- Football Club lease
- Agenda Item 7 Community Grants, representative of the Almshouse charity gave background information about the charity
- Agenda item 10 Bus Gate
  - Support of member's motion
  - Suggestion of Compulsory Purchase Order on Hopkins land to enable Spine Road to be built
  - an Equality Impact Assessment should be conducted
  - Comments about environmental impact, query re safety issues of parked cars on Pound Lane, lack of buses using the bus gate

The meeting commenced at 7.23pm.

**FC37 Apologies**

Officer report 0723FC1 was received and no apologies were submitted.

**FC38 Declarations of Interest**

Officer report 0723FC2 was received. It was **NOTED** that Councillors should declare any interests if they arise.

1. Cllr Yeo declared that he is recording the meeting and requested a recorded vote. He also declared an interest in agenda item 10 as he lives on Mampitts Lane.
2. Cllr Proctor declared an interest in agenda item 7 as a Director of the Abbey Trust, Member of the Arts Centre, Rotary Club and Town Twinning and will not vote on these grant applications.
3. Cllr Loader declared an interest in agenda item 7 as she is a Trustee of Town Twinning and member of the Open House and will not vote on these grant applications.
4. Cllr Lewer declared an interest in agenda item 7 as the Chairman of Shaftesbury and District Dementia Friendly Community and will not vote on these grant applications.
5. Cllr Cook declared an interest in agenda item 7 as a member of Town Twinning, the Snowdrop Festival, board of trustee for Chubbs and a member of the Friends of

Westminster Hospital. He also declared an interest in agenda item 12.3.1 as the Dog related Public Space Protection Order will be implemented by Dorset Council and will not take part in any voting on these items.

6. Cllr Wild declared an interest in agenda item 10 as she lives on the Maltings Estate. She also declared an interest in agenda item 7 as her partner is in the Town Silver Band. She also declared an interest in agenda item 6 as she works for the Lido.
7. Cllr Brown declared an interest in agenda item 7 Gold Hill Fayre application due to his employment and will not vote. He also declared an interest in agenda item 10 as he lives on the other side of the Bus Gate and will leave the room during discussion and voting. He also declared an interest in agenda item 12.3.1 as the Dog related Public Space Protection Order will be implemented by Dorset Council and will not take part in the vote.
8. Cllr Chase declared an interest in agenda item 7 as a member of the Town Band.

### FC39 Minutes

Officer report 0723FC3 was received and it was **RESOLVED** to adopt the minutes from the Full Council meeting on 20<sup>th</sup> June 2023.

Proposed by Cllr Loader		
Seconded by Cllr Lewer		
In Favour	10	Cllrs Edwyn-Jones, Hollingshead, Brown, Chase, Cook, Lewer, Loader, Proctor, Tippins and Wild
Against	0	
Abstentions	1	Cllr Yeo
<b>MOTION CARRIED</b>		

Officer report 0723FC3 was received and it was **RESOLVED** to adopt the minutes from the Extraordinary Full Council meeting on 3<sup>rd</sup> July 2023.

Proposed by Cllr Hollingshead		
Seconded by Cllr Cook		
In Favour	8	Cllrs Edwyn-Jones, Hollingshead, Cook, Lewer, Loader, Proctor, Tippins and Wild
Against	1	Cllr Yeo
Abstentions	2	Cllrs Brown and Chase
<b>MOTION CARRIED</b>		

<b>Action: Town Clerk</b>
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### FC40 Reports for information to Full Council

Cllr Yeo made a declaration about the June 2023 Full Council meeting and requested for the Town Clerk to send a transcript of the meeting to his solicitor. Furthermore, Cllr Yeo stated that he feels that the Dorset Council Monitoring Officer is the most biased monitoring officer.

Cllr Brown reminded everyone that comments about civil servants in a public domain are inappropriate as officers do not have the right of reply. He further reminded members about the Civility and Respect pledge.

Officer report 0723FC4 was received and it was **NOTED** that;

#### Civic Report

1. Cllr Edwyn-Jones attended the Wimborne Civic afternoon, which was very enjoyable and educational.

2. Cllr Chase went to the Shaftesbury School for a careers event. He was very impressed with the work of the school and how they are preparing students for interviews.

### Local Organisation Reports

None

### Dorset Council Reports

Cllr Beer spoke about

- the library report and thanked everyone from Shaftesbury who worked on a response.
- the Portland Barge debate at DC
- Support for the 20mph speed limit at the Maltings.
- Badger Walk – wrote to those responsible to work with residents to take ownership and look after this space.
- Concern about cyclists on pavements. Requested appropriate signage to be installed to remind people to be mindful of pedestrians.
- Comments received regarding the Saturday road closure and paid tribute to Wiltshire council for re-distributing buses.
- Visiting 69 railways stations within 5 weeks and the issue of ticket offices closing.
- Spoke about the Maltings Estate and the traffic management system.
- Trees along barrier Christy’s Lane and Fairlane are getting too tall. This has been reported to Dorset Council.

Cllr Cook spoke about the 7,000 signature petition presented to the last Dorset Council Full Council meeting regarding car parking charges in Weymouth. The petition will be discussed at Cabinet in September, where the parking charges for Weymouth will be reviewed. This might affect the charges in the rest of the county. He suggested that Shaftesbury should put a case forward to not increase the car park charges to offset any potential reduction in other town(s).

### Other Reports

None

The reports were received and **NOTED**.

#### **FC41 To receive and note minutes of and/or to determine recommendations by committees**

Officer report 0723FC5 was received and **NOTED**.

#### **FC42 To approve payments and receive financial reports**

Officer report 0723FC6 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	9	Cllrs Edwyn-Jones, Hollingshead, Brown, Chase, Cook, Lewer, Loader, Proctor and Tippins
Against	0	
Abstentions	2	Cllrs Wild and Yeo
<b>MOTION CARRIED</b>		

Action: Town Clerk

Proposed List of Payments for approval FC 18/07/2023

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Amount Paid
<b>AQUA</b> Aqua cleaning Services					
Sanitary/Nappy Bin	03/07/2023	CL8735		43.20	43.20
<b>AQUACARE</b> Aquacare					
Water sampling pool	23/08/2023	311901		143.22	143.22
<b>BEALE</b> Rob Beale Ltd					
WC hire Artisan Market	29/08/2023	16653		216.00	216.00
<b>BERWICK</b> Chris Berwick Ltd					
Grounds maintenance June	30/08/2023	2688		6,972.00	6,972.00
<b>BLACKMORE</b> Blackmore Ltd					
Lets go wild leaflets	30/08/2023	70338		567.00	567.00
<b>CAMERON</b> Shuna Cameron					
Swimming instruction	30/08/2023	JUNE23		50.00	50.00
<b>CLARITY</b> Clarity Copiers Ltd					
Printing June	30/08/2023	129935		37.46	37.46
<b>COMMUNICOR</b> Communicorp					
Scroll for Mayor	22/08/2023			216.66	216.66
<b>DCC</b> Dorset Council					
Small lottery fund	30/08/2023	1801303133		20.00	20.00
<b>DESIGN</b> Designjam Ltd					
Website Hosting	01/07/2023	3092		168.00	168.00
<b>DHS</b> Dorset Hire Services					
Pallet truck hire	30/08/2023	39134		60.00	60.00
<b>DWP</b> Dorset Waste Partnership					
Refuse collection Q2	05/07/2023	2800354783		747.37	747.37
<b>ELITE</b> Elite Playground Inspections					
Repairs to IXO unit and wet po	30/08/2023	110-08A		1,590.00	1,590.00
Repairs to suspension bridge	30/08/2023	110-08B		300.00	300.00
Monthly Inspections July	02/07/2023	110-07		231.00	231.00
					<b>2,121.00</b>
<b>ESSENTIAL</b> Essential Pool					
Chlorine	27/08/2023	1		960.00	960.00
<b>GLASS</b> Gillingham Glass Co Ltd					
Purchase Ledger BACS Payment	18/05/2023	ON ACC 5534		-114.00	-114.00
4 x safety mirrors pool	04/07/2023	SI-1511		432.00	432.00
					<b>318.00</b>
<b>HAWES</b> Hawes Arborists					
Tree work St James	26/08/2023	002771		954.00	954.00
<b>HERBERT</b> Carol Herbert					
Swimming instruction	22/08/2023	2		37.50	37.50
<b>JPL</b> JP Lennard Ltd					
Goggles,hats,clips,plugs	26/08/2023	184324		1,537.80	1,537.80
<b>MICROSHADE</b> Micorshade VSM					
Rialtas hosting	23/07/2023	18069		77.40	77.40

<b>MJHPPS</b>	<b>MJ HPPS Ltd</b>					
Supply & Fit water trough Mamp		21/06/2023	7628		972.00	972.00
Fix leaking tap TH		26/06/2023	7631		1,663.26	1,663.26
						<b>2,635.26</b>
<b>NEWLANDS</b>	<b>Newlands Training Ltd</b>					
Ride on Mower Training		30/06/2023	7928		696.00	696.00
RA/COSHH Manual Handling/W@H		30/06/2023	7929		1,440.00	1,440.00
						<b>2,136.00</b>
<b>OCTUPUS</b>	<b>Octopus Personnel</b>					
Temp staff GP		26/06/2023	14661		424.56	424.56
High St Marshal		04/07/2023	14682		875.16	875.16
						<b>1,299.72</b>
<b>PPL</b>	<b>PPL Music Licence</b>					
PPL Licence		30/06/2023	SIN2425548		280.34	280.34
<b>RLSS</b>	<b>RLSS Direct (IQL UK Ltd)</b>					
NPLQ 9 Qualifications x 2		06/07/2023	143920		43.00	43.00
<b>SLCC</b>	<b>Society of Local Council Clerks</b>					
Cemetery Training SM		03/07/2023	BK211123-2		198.00	198.00
<b>TOPLINE</b>	<b>Topline Electronics Ltd</b>					
Pool plant service		03/05/2023	72763		1,152.00	1,152.00
Relocate acid tank		03/05/2023	72764		792.00	792.00
						<b>1,944.00</b>
<b>TOWER</b>	<b>Tower</b>					
Sweatshirt		12/05/2023	1429868		28.84	28.84
<b>VIKING</b>	<b>Viking Office Ltd</b>					
Cash Register for pool		26/06/2023	2648935		178.80	178.80
<b>WILD</b>	<b>Lorah Wild</b>					
Wellness Aqua Fit Sessions		30/06/2023	LW3		425.00	425.00
					<b>Proposed Payment Total</b>	<b>£ 24,415.57</b>

#### Additional payments

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid
<b>BAKER Ryan Baker</b>						
Cleaning supplies pool	12/07/2023	TESCO1		96.37	0.00	96.37
Postage	18/07/2023	JULY2023		8.64	0.00	8.64
						<b>105.00</b>
<b>BALDWIN Denise Baldwin</b>						
Key cuts pool	30/06/2023	JUN30		35.00	0.00	35.00
<b>CAMERON Shuna Cameron</b>						
Swimming Lesson	13/07/2023	13072023		50.00	0.00	50.00
<b>COLEA Andrew Cole</b>						
Grounds team support	05/07/2023	AC0002		900.00	0.00	900.00
<b>FAIRTRADE Fairtrade C/o A Simmonds</b>						
Coffee x 2	18/07/2023	180723		12.00	0.00	12.00
<b>JANE Jane Wyncoll</b>						
Aqua fit instruction	30/06/2023	01A		100.00	0.00	100.00
<b>LIFESAVING Royal Life Saving Society Uk</b>						
DBS Checks Lifeguards	06/07/2023	SIN012262		305.70	0.00	305.70
<b>MADDOCK Sybille Maddock</b>						

Tea, coffee	18/07/2023	JULY	15.21	0.00	15.21
<b>MAIDMENT</b>	<b>R V Maidment Ltd</b>				
Bins for Artisan Market	10/07/2023	14864	199.80	0.00	199.80
<b>MOORE</b>	<b>Richard Moore Contractors</b>				
Installing bin Pine Walk	12/07/2023	008716	300.00	0.00	300.00
<b>MOXHAM</b>	<b>Tracy Moxham</b>				
Milk, Dishwasher tablets	06/07/2023	JULY	9.65	0.00	9.65
<b>OCTUPUS</b>	<b>Octopus Personnel</b>				
Admin support	11/07/2023	14707	424.56	0.00	424.56
Admin Support	18/07/2023	14725	424.56	0.00	424.56
				<b>0.00</b>	<b>849.12</b>
<b>PARTNERSHI</b>	<b>Partnership Fire and Security</b>				
Pyronix App Fee for pool	11/07/2023	43767	42.00	0.00	42.00
<b>PRODOSE</b>	<b>Prodose Ltd</b>				
Carry out acid clean	18/07/2023	200414	768.00	0.00	768.00
<b>TRAVPERK</b>	<b>Travis Perkins</b>				
Paintbrushes	30/06/2023	9054ATA523	15.84	0.00	15.84
<b>TREE</b>	<b>NB Tree Management</b>				
Tree risk assessments zone 1&2	17/07/2023	777	2,100.00	0.00	2,100.00
<b>WATER</b>	<b>Wessex Water</b>				
Water Pool	06/07/2023	4063347403	1,170.60	0.00	1,170.60
<b>WATTS</b>	<b>Emily Watts</b>				
Swimming teaching	03/07/2023	EW001	37.50	0.00	37.50
<b>WESTWORK</b>	<b>Western Workshop Supplies</b>				
Spray grease	30/06/2023	109409	28.44	0.00	28.44
<b>Proposed Payment Total</b>				<b>0.00</b>	<b>7,043.87</b>
<b>Total Payments for Approval</b>				<b><u>£ 31459.44</u></b>	

It was **RESOLVED** to move agenda item no. 7 *To consider awarding community grants for 2023-2024* to a future Extraordinary Full Council meeting.

Proposed by Cllr Edwyn-Jones		
Seconded by Cllr Yeo		
In Favour	9	Cllrs Edwyn-Jones, Hollingshead, Cook, Lewer, Loader, Proctor and Tippins, Wild and Yeo
Against	2	Cllrs Brown and Chase
Abstentions	0	
<b>MOTION CARRIED</b>		

<b>Action: Town Clerk</b>
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It was **RESOLVED** to move agenda item no. 8 *To consider awarding a Service Level Agreement to the Citizens Advice Bureau* to a future Extraordinary Full Council meeting.

Proposed by Cllr Cook		
Seconded by Cllr Edwyn-Jones		
In Favour	9	Cllrs Edwyn-Jones, Hollingshead, Cook, Lewer, Loader, Proctor and Tippins, Wild and Yeo
Against	2	Cllrs Brown and Chase

Abstentions	0	
<b>MOTION CARRIED</b>		

**Action: Town Clerk**

It was **RESOLVED** to bring agenda item no. 10 forward due to members of the public being in attendance.

Proposed by Cllr Yeo		
Seconded by Cllr Tippins		
In Favour	8	Cllrs Edwyn-Jones, Hollingshead, Cook, Loader, Proctor, Tippins, Wild and Yeo
Against	3	Cllrs Brown, Chase and Lewer
Abstentions	0	
<b>MOTION CARRIED</b>		

Cllr Brown left the meeting at 8.19pm.

**FC43 To consider a Member's Motion - To engage a Planning Consultant to generate a report to support a Section 73 application by Persimmon Homes for them to action a Formal Removal of the planning condition to implement a 'Bus Gate' traffic restriction at Mampitts Lane in East Shaftesbury**

Officer report 0723FC10 was received and it was **RESOLVED** to sub-contract work to the most appropriate Consultant to provide evidence to assist Persimmon Homes in the production and completion of the Section 73 application to formally remove the planning 'condition' for the implementation of the 'Bus Gate' traffic restriction at Mampitts Lane, East Shaftesbury taking funds from budget line 4341 Professional and Legal fees (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Yeo		
Seconded by Cllr Tippins		
In Favour	6	Cllrs Edwyn-Jones, Loader, Proctor, Tippins, Wild and Yeo
Against	3	Cllrs Chase, Hollingshead and Lewer
Abstentions	1	Cllr Cook
<b>MOTION CARRIED</b>		

**Action: Town Clerk**

Cllr Brown returned to the meeting at 9.07pm.

**FC44 To consider the appointment of a new Health & Safety provider**

Officer report 0723FC9 was received and it was **RESOLVED** to engage the services of Contractor B (Wirehouse Employer Services), Option 4 at a total cost of £1,680 pa taking funds from budget line 4341 / 302 Legal & Professional. (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Lewer		
Seconded by Cllr Tippins		
In Favour	11	Cllrs Edwyn-Jones, Hollingshead, Brown, Chase, Cook, Lewer, Loader, Proctor, Tippins, Wild and Yeo
Against	0	
Abstentions	0	

**MOTION CARRIED****Action: Town Clerk****FC45 To consider the use of the 'bcc' functionality when sending emails to multiple recipients**

Officer report 0723FC11 was received.

It was **PROPOSED AND SECONDED** to halt the use of 'Bcc' immediately and to only use the 'To' function when sending councillor emails.

Proposed by Cllr Yeo		
Seconded by Cllr Tippins		
In Favour	2	Cllrs Tippins and Yeo
Against	9	Cllrs Edwyn-Jones, Hollingshead, Brown, Chase, Cook, Lewer, Loader, Proctor and Wild
Abstentions	0	
<b>MOTION FELL</b>		

It was **RESOLVED** to update the Internet, Email and Phone policy to include the use of 'Bcc' as an option when emailing all councillors.

Proposed by Cllr Hollingshead		
Seconded by Cllr Chase		
In Favour	8	Cllrs Edwyn-Jones, Hollingshead, Brown, Chase, Cook, Lewer, Proctor and Wild
Against	2	Cllrs Tippins and Yeo
Abstentions	1	Cllr Loader
<b>MOTION CARRIED</b>		

**Action: Town Clerk**

There being no further business, the meeting was closed at 9:21pm.

These minutes were adopted on 15<sup>th</sup> August 2023 under minute reference FC54 as a true record of the decisions taken and are duly signed below by the chair of that meeting.