

SHAFTESBURY TOWN COUNCIL

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

A G E N D A

FULL COUNCIL MEETING OF THE TOWN COUNCIL

You are summoned to a meeting of the council for the transaction of the business shown on the agenda below. To be held at **7 pm on Tuesday, 17th October 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](#).

Mrs Brie Logan

Town Clerk, 11th October 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. [Minutes of the Full Council meeting held on 19th September 2023](#)
4. [To receive a report for information to Full Council](#)
5. [To receive and note minutes of and/or to determine recommendations by committees](#)
6. [To receive and note informal meeting notes and/or to determine recommendations by Working Groups](#)
 - 6.1 To consider adopting the Sustainable Shaftesbury Plan and its Appendix
7. [To approve payments and receive financial reports including Q2 review](#)
8. [To receive further information on the tenders for the Jubilee Steps Handrail](#)
9. [To consider the bench condition report and replacement plan](#)
10. [Clerk's Report including correspondence and progress report on Full Council business](#)

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.

No apologies received to date.

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)

Agenda Item No. 3

Minutes of the Full Council meeting held on 19th September 2023

When the meeting is approving the draft minutes of a previous meeting as an accurate record, the only issue for the meeting is whether the minutes accurately record the proceedings of the meeting and the resolutions made at them. It is irrelevant if the chairman or other councillors were not present at the meeting to which the draft minutes relate.

If it is necessary for the draft minutes of the previous meeting to be corrected because of inaccuracies, then the amendments to the draft minutes must be approved by resolution. (Tharmarajah, 2013, p. 154).

Recommendation

Confirm the accuracy of the Minutes of the Town Council meeting held on [19th September 2023](#).

Agenda Item No. 4

To receive a report for information to Full Council

Civic Report

Councillors are invited to provide a report at this point.

[Mayoral diary](#)

Dorset Council Reports

Dorset Councillors are invited to provide a report at this point. [Cllr Beer provided a report](#) in advance of this meeting.

Other Reports

None

Local Organisation Reports

Local Organisation representatives invited to provide a report at this point.

Recommendation

That the reports are received, and any points of note are identified for future meetings of the Council or its committees or for action by officers of the Council.

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 [3rd October 2023](#).

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

Recommendation

That the minutes are received and noted.

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

6.1 To consider adopting the Sustainable Shaftesbury Policy & Action Masterplan 2023–2031 and its Appendix

Background

In November 2022 the Council resolved to establish a Sustainable Shaftesbury Working Group that: a) provides an overarching and cross-cutting framework for the Council's work addressing climate change and environmental issues, mitigation, adaptation, biodiversity and ecological concerns; b) explores new initiatives to be pursued; c) ensures that environmental resilience is taken into account in everything that we do as a Council; d) identifies appropriate methods of monitoring and evaluation.

More information relating to sustainability can be found in the [Strategic Plan](#), which was adopted in April 2023.

Further Information

The Sustainable Shaftesbury Group has now finalised the Masterplan and its Appendix. Both documents are working documents and once adopted, will be updated as and when required, with a minimum annual review.

The Plan outlines actions where STC can support, facilitate and collaborate with external partners. It is meant for STC to champion the actions, however STC is not responsible for creating the content and actions outlined in the document.

Once adopted the Sustainable Shaftesbury Policy and Action Master Plan will lie at the core of STC decision making and will inform future projects. The Policy and Plan will be referenced

[Sustainable Shaftesbury Policy & Action Masterplan 2023–2031 \(draft\)](#)

[Appendix A - Sustainable Shaftesbury Action Plan 2023-2031 \(draft\)](#)

[Appendix B – Biodiversity checklist \(draft\)](#)

[Appendix C – Shaftesbury Tree Plan 2020-2025](#) (already resolved)

Appendix D – Allotment policy (enhanced policy in progress)

Appendix E – Wildflower policy (adopted 2021, enhanced policy in progress)

Appendix F – Open Spaces Management Plans – in progress

Appendix G – useful links, reference and leaflets – website resources

Recommendation

Councillors are requested to consider the Plan and Appendix A and B and to adopt it as a Shaftesbury Town Council policy.

The council is asked to formally thank the members of the working group for their contribution and significant effort in getting the Draft Plan to this stage.

To approve payments and receive financial reports

Summary

The Council should have a clear understanding of the Council's financial position throughout the year. Every local council must ensure that it has a sound system of internal control which facilitates the effective exercise of its functions.

The relevant documents are available to view via the links below.

[Balance Sheet](#)

[Summary Income Expenditure by Budget Heading](#) (up to the end of Q2)

[List of payments](#)

Q2 budget review:

[Sales Ledger](#)

[Purchase Ledger](#)

[Payment summary for Q2 including all direct debits paid](#)

[Earmarked Reserves](#)

Q2 Overview of financial performance

Since budget setting in January 2023 a number of unplanned expenditure items have since exceeded the relevant budget (note these overspends have been approved by STC).

It is now timely to provide insight into the expected year end performance and forecast for each budget line.

The [Q2 budget monitoring document summary](#) provides insight into each accounting centre budget line. The summary details the year to date spend versus budget and year end forecast. The forecast year-end figures will be used to determine the draft budget for 2024/ 2025.

The [Breakdown of overspends as at Q2](#) report includes the expenditure to the end of Q2, committed expenditure and predicted year-end forecast.

There will be a need to continue to outsource the Grounds Maintenance schedule due to the long-term absence of a full-time member of staff. Whilst the winter workload is less intense there will be a need to undertake a significant amount of planning and grounds related maintenance works in preparation for Spring 2024. The monthly outsourcing costs are expected to be in the region of £4k.

The Admin Assistant, employed via a local agency, will continue to year end on a 20 hour per week contract. This position will feature in the 2024/ 2025 draft budget as a permanent role within the staffing structure.

If any councillor would like to see any additional information, please let the office team know and this will be arranged.

Financial

Taking into account the Q2 year-to-date performance for each accounting centre, the committed funds and the forecasted year end income and expenditure the General Reserves figure at year end (based on the year end forecast) is expected to be £165,843.75, which equates to 3.7 months running costs. Best practice for the sector is between 3 and 6 months.

Legal Implications

Every local authority shall make arrangements for the proper administration of their financial affairs and shall secure that one of their officers has responsibility for the administration of those affairs. *Local Government Act 1972 s.151*

Recommendation

That the Council:

1. receives and notes the income and expenditure records, general reserves balance and
2. resolves on the payments list for this month and raises any queries it may have and
3. resolves to acknowledge the year end forecast and breakdown of the budget lines that are forecasted to be overspent at year end.

Reason for Recommendation

Members should be kept up to date with the council's accounts to ensure that there are sufficient funds to meet commitments.

To receive further information on the tenders for the Jubilee Steps Handrail

Background

At the September Full Council meeting it was *RESOLVED to pause the project until all three short listed contractors have provided confirmation of the structural integrity of the handrail, as well as confirmation that the proposed handrail meets British Standards.*

Further Information

Due to a clerical error one tender was missed (Contractor G) from the previous submission. This has now been rectified and [four tenders are being shortlisted](#).

Contractor C

[Original Information](#)

[Original Quotes](#)

[Response to further clarification sought by STC](#)

Contractor D

[Original Quote](#)

[Response to further clarification sought by STC](#)

[Photos and Drawings](#)

Contractor E

[Original Quote](#)

[Additional info/revised quote](#)

Response to further clarification sought by STC:

We believe the structure should now be adequately supported.

I have not found any indication that there is any legislative issue with the specified design but will try and double check with an architect/civil engineer.

Contractor G

[Quote](#) and photos of [previous works](#)

Response to further clarification sought by STC:

I can confirm the distance between the posts (1.5m) and the height of the handrail (1.1m on flat & 900mm of the stairs) will conform to Section K1 of the building regulations & British Standards BS6180:2011

The posts will be concreted in to add more stability to rail system. When we went to site there are a few posts that have been just dug into the soil rather than concreted in.

Once a contractor has been selected the detailed design of the handrail will be developed further.

Officers have submitted a permitted development application to Dorset Council and are currently awaiting a response.

Financial Information

The EMR budget line for Jubilee Steps (4911) has funds of £27,715 and the YTD spend is zero. The Landscape Architect costs are expected to be £3,855 plus £200 disbursements. These costs will be allocated to 4341 budget line – Legal and Professional fees.

There will also be additional costs in connection with the Jubilee Steps as follows:

- minor cosmetic repairs by a building contractor on the corners that are in greatest need (where feasible)
- on completion of these repairs, supply and lay erosion control matting to the steepest sloping areas which would then be seeded with a grass / wildflower mix

The council may want to consider using EMR funds from budget line 4944 Footpaths for the cosmetic works to the pathway.

The total handrail replacement scheme project costs would be (based on the contractor selection) as follows:

Contractor C	Option 1	£25,000
	Option 2	£26,200
	Option 3	£27,700 (the blacksmith is recommending this option)
	Option 4	£31,000
Contractor D		£24,918.32
Contractor E		£29,411.96
Contractor G		£21,197.50

Recommendation

Councillors are requested to consider the tenders received and:

1. select a contractor for the Jubilee Steps handrail replacement scheme
2. delegate the final design of the handrail to the town clerk in collaboration with the lead councillor/ mayor, deputy mayor and landscape architect.
3. agree that the additional funds (if Contractor C - option 3 or 4 or E is selected) are taken from EMR 4911 (Jubilee Steps), noting the overspend and impact on General Reserves.
4. agree the cosmetic works to be taken from budget line EMR 4944 Footpaths to a value of up to £5,000.
5. allocate the design costs of £4,055 to 4341 budget line – Legal and Professional fees.

To consider the bench condition report and replacement plan

Background

Shaftesbury Town Council has 109 benches on its land. Currently there is no standardised bench design and some benches are not appropriate to their location.

Information

Officers have completed a [bench inventory](#) showing the locations and types of benches as well as their current condition.

Summary bench report

109 Benches total

- One requires replacing as soon as possible (on Gold Hill) (red)
- Four require wooden slats repairing as soon as possible (red)
- 11 require cleaning (amber)
- 56 need varnishing/painting (amber)
- Two are in need of replacement within 3 years (amber)

Benches will be replaced when the cost of repairing the benches, including internal costs, is deemed as no longer cost effective. These are marked as red on the condition report.

The benches categorised as ‘amber’ will need to be renovated and this maintenance activity will be scheduled to take place throughout the winter period.

It is proposed that STC moves towards a standardised design and relocate benches appropriate to the relevant setting. i.e. the recycled benches from Queen Mother’s Garden could be installed in one of the play areas as part of the play area Master Plan.

This expenditure and swap out programme will be a 2024/25 budget consideration.

Landscaped areas – oak benches

St James Park and Bury Litton



Example benches as used in St James:



Municipal areas – wooden slats with metal frame benches

Park Walk, Castle Hill, town centre, Queen Mother’s Gardens, Rose Garden

The main two types of bench at Park Walk are:

The Blackburn	The Grafton
	
<p>£553 + install costs + free delivery</p>	<p>£694 +install + £100 install kit/delivery (if just one bench; savings for larger orders) Recessed memorial plaque (£112)</p>
	<p>Optional custom logo on both sides + one-off design fee £35-£70 + £175 per bench</p> 
<p>https://www.broxap.com/blackburn.html</p>	<p>http://www.streetmaster.co.uk/grafon-seat.php</p>

Recreational areas – recycled material benches

All STC play parks

Example benches:

Phoenix Recycled	Elwood Recycled
	
<p>£585</p>	<p>£816</p>

It seems prudent to have a standardised design for each open space. The town standards are measured on the quality and appearance of the street furniture. The standards with the town benches needs to be raised.

Memorial benches

The office has five memorial bench requests which have been put on hold. Now that the condition report has been compiled it is timely to address these requests.

At least four new memorial benches could be positioned on Park Walk by relocating the existing benches elsewhere. Currently on Park Walk there are four benches without plaques that inconsistent in design. One further request is for Castle Hill.

Recommendation

Councillors are requested to

- (1) receive and note the information in the summary bench report
- (2) adopt the bench approach as outlined in this report
- (3) chose a bench design for the three areas so officers are able to replace the benches as and when required, within the set budget
 - a. landscaped areas
 - b. municipal areas
 - c. recreational areas

Clerks Report including correspondence and progress report on Full Council business

Report Content/Detail

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

10.1 Clerk's Report

DAPTC AGM – This is taking place on 18th November 10am online via Zoom. All councillors are invited to attend.

Town Hall works – JCT contract is available to review in the office (too large to scan and attach), [summary of pre-contract meeting](#) , [F10 notification](#), [Letter of Intent](#) and project plan to follow

Allen Road camera – A new mobile camera was installed by Dorset Council, on request of the Police. These cameras are installed for a number of reasons, such as to act as deterrent, to offer reassurance and to identify those causing anti-social behaviour or crime. DC are not in a position to advise why this camera was installed specifically. A camera is at a location for as long as the police require it to be so, the time limit is flexible however it is likely to be approx. six months.



Eye Bolts Pull Testing – In advance of the Christmas Lights installation, the testing took place on Wednesday 27th September. The [report](#) shows that six eye bolts failed, another six have been suggested to be replaced to bring them up to a better standard and one to be installed new. (see delegated decision section for costs).

Maces – The agreement for the maces has now been signed. The date for collection has yet to be confirmed.

Dorset Council Polling District, Polling Place and Polling Station Review – DC is consulting the public to seek their comments on the suitability of the polling station where they voted in person. The consultation document and information about the current polling arrangements are [available online](#). The consultation closes on 13th November.

Play Spaces Upgrade – The tender notice for the short-term improvement works to Ash Close, Barton Hill, Enmore Green and Gower Road was live on Contracts Finder until 18th September. No tenders have been received. The landscape architect is working on revising the tender documents to be re-published on Contracts Finder.

External Audit Interim Annual Review 2022-23 – BDO LLP have not been able to complete their review of the Annual Governance and Accountability Return (AGAR) for STC for the year ended 31st March 2023, due to receiving correspondence in relation to 2022/23. STC has received the [interim report](#).

Temporary Closure of Various Roads in Shaftesbury - All vehicles will be prohibited from proceeding along various roads, Shaftesbury as listed: St Johns Hill between Foyle Hill and Love Lane; Bimport between Castle Gardens and Love Lane. It will come into operation on 24th October 2023 between 09:30 and 15:00 and remain in force for five days, but it is anticipated that the works will be completed by 24th October 2023. This Notice will enable Dorset Council to carry out carriageway maintenance and resurfacing works - [Link to Public Notice](#).

Play inspection reports – The October inspection reports are available for members to view at the office. Officers are in the process of arranging a meeting with the play inspection company to discuss the repair schedule. An overview of the findings is shown below.

Officers are developing a database for ease of tracking progress on each of the findings.

Play Park	Findings	Comments on Medium Findings
Ash Close	2x Very Low 13x Low	
Barton Hill	1x Very Low 11x Low 1x Medium	Grounds to attend to holes in the ground and fill them with soil to even out the surface
Cockrams	1x Very Low 12x Low	
Enmore Green	5x Low 1x Medium	Wet pour issues – surface to be addressed during Play Spaces upgrade
Gower Road	7x Low	
St James	4x Low 4x Medium	<ul style="list-style-type: none"> • Split timbers by embankment slide – Grounds to smooth • Concrete trip hazard by embankment slide – requires repair • Missing fixings/fasteners on carousel – repair scheduled, date tbc • Steel ropes eye has come out of the inside of the rope on hammock swing and piece of timber has fallen out – contacted installer, awaiting response
Wincombe	1x Very Low 39x Low 7x Medium	<ul style="list-style-type: none"> • Missing timber – Grounds to repair • Missing caps – Grounds to replace • Sharp edges – investigating who can repair • Missing item – to be addressed with Master Plan • Gate closing mechanism broken – repair scheduled, date tbc • Gate closing too fast - repair scheduled, date tbc • Wet pour edges have shrunk - to be addressed with Master Plan

Wincombe Rec goal posts - The goal posts are in the process of being procured.

Football Club update – (updated 13/10/2023)

[October 2023 Governance and Compliance Terms and Conditions report](#)

[Insurance documentation](#)

[Accounts - Shaftesbury Sports Club Ltd \(year-end April 2023\)](#)

[Accounts - Shaftesbury Football Club 1888 Ltd \(year-end April 2023\)](#)

Accounts – Shaftesbury Football Club 3G Ltd (year-end July 23) - these accounts are not due until April 2024. A set of accounts will be circulated to STC upon receipt.

Coppice Street car park SLA and Parking Order – Awaiting signed documentation from Dorset Council. A further update will be provided once documentation has been received.

Recommendation

Members are requested to note the update.

10.2 Delegated Decisions for Information (within the Clerk's delegated spend)

Delegated Decision	Comments	Cost	Budget
Persimmon Traffic Survey	<p>The company commissioned to undertake the assessment for the Bus Gate required traffic surveys to be carried out. The equipment was installed on 5th October, for data collection on 6th October for one week.</p> <p>The surveys have been discussed with DC and include journey time surveys on the green and red routes shown on this map. These are proposed as follows:</p> <ul style="list-style-type: none"> • Undertaken on a Tuesday and Thursday • Journey times to be recorded in each direction between 07:30 and 09:30 and between 15:00 and 18:00 • An interim timing point on the red route (which will be used to evidence any subsequent reassignment forecasts. <p>Automatic Traffic Counters have also be installed at the locations shown in blue. These are 24/7 within the week the Journey Times are undertaken.</p>	£2150 + VAT	Budget Line 4341 Legal & Professional Fees
Barton Hill Car Park, Abandoned Vehicle	The abandoned (Chevrolet) vehicle has been removed by the enforcement agency.	£390.00 + VAT	Budget Line 4341 Legal & Professional Fees
DC Free Parking Dates 2024	Following resolution FC70d.4, two of the dates have since been updated for 2024. Small Business Saturday is taking place on 7 th December, not 2 nd December. Last minute shopping day is Friday 20 th December, not 22 nd December.	£0	N/A
Replacement Eye Bolts	The recent survey shows that six eye bolts failed, another six have been suggested to be replaced. The date for replacement has yet to be confirmed.	£500 estimate	Budget Line 4175 Christmas Lights

Recommendation

That the reports are received and noted and any actions arising identified for future meetings of the Council or its Committees and to **resolve** on any matters as referenced above.

10.3 Other Matters to resolve

No	Subject	Description	Cost
10.3.1	Town Maces	<p>At the EFC on 31st July 2023 it was <i>RESOLVED</i> to accept the recommendation in the confidential report with the following amendment; to investigate the option of laser scanning the town maces.</p> <p>A specialist company will visit Shaftesbury to 3D scan both maces to produce high resolution STL (Stereolithography) Models. From the file created both maces can be printed and finished off at a later stage.</p> <p>There is no budget line for this expense, therefore this will need to be approved as an overspend. Note, further funds will need to be committed for the (1) maces to be printed and for the (2) finishing of the printed parts to replicate the Maces. Indicative costs are approximately £1200.00 (+VAT) for each mace for the 3D Printed parts in resin, polished and coated to look like the original. Costs would be confirmed once the maces have been lasered.</p>	£1,500
<p>Recommendation: Councillors are requested to approve the expenditure of £1,500 to laser scan both maces with funds taken from budget line Civic Budget, noting the overspend on the Civic Budget and that the funds will be drawn from General Reserves.</p>			
10.3.2	Shaftesbury Abbey request for support	<p><i>I'm the trustee in charge of the Abbey Collections, and am embarking on an application for funding from the Arts Council for the restoration and display of a rare and significant 15th century statue which is currently kept in the Abbey stores.</i></p> <p><i>We would very much welcome a resolution of support from the Shaftesbury Town Council, because I believe that the statue should be on permanent display for all to see, but at present we do not have the resources. Not only is the statue rare, it also has a fascinating history. It depicts 'The Mass of St Gregory', and there are only 4 known examples in England, and ours is by far the largest at 160cm high. It has also retained much of its original paintwork, probably because it spent several centuries walled up in the north aisle of St Peter's Church until its discovery in the mid-1970s when the church was restored. If our application is successful, it will cover the cost of physical reconstruction, a new secure case and the use of AR (augmented reality).</i></p> <p><i>We really want to share this important Shaftesbury heritage asset with everyone, and your support is an essential component of our bid.</i></p>	£0
<p>Recommendation: Councillors are requested to consider the support in principle for the project so Shaftesbury Abbey can apply for funding from the Arts Council.</p>			
10.3.3	Planning Appeal P/FUL/2022/03432	<p>Location: 76 Blackmore Road Shaftesbury Dorset SP7 8RL Description: Erection of 1 No. dwelling with 1 No. parking space.</p>	£0

		<p>Appeal Reference: APP/D1265/W/23/3319544 Any further representations must be received by 23 October 2023.</p> <p>STC's previous comments from P&H 6th September 2022 can be read in the minutes.</p>	
	<p>Recommendation: Members should decide if they wish to submit any further representation to the Planning Inspectorate.</p>		
10.3.4	Wincombe Play Area Zip Line	<p>The zip wire is out of order and currently unusable. The playground inspector advised that <i>The pivot bar that holds the end eye for the wire in place has snapped through the holes where the bolts go through. This I believe could have happened at any time. It's a tube rather than a solid bar which the manufacturer has used. I haven't seen this happen before so it was possibly always a weak point. I have attached the picture I took. This could be repaired but at a considerable cost as the whole lot should be replaced, cables, seats, fixings, chains, trollies etc. I know this site will be revamped so are these worth repairing? Also, the rot in the timber main beams need taking into consideration. Personally, I believe it's not worth repairing/reinstating either of them as they both have virtually the same issues & also the surfacing needs to be taken into consideration as extensive repairs to this are required. At this present time, we are so busy that we wouldn't be able to factor in the repairs until late January 2024 at the earliest. Replacing the main timber beams would be the biggest issues that I can think of.</i></p> <p>One other company has been contacted for a quote, however officers are still waiting for a response.</p> <p>The play Masterplan will be presented to council in November with tenders expected to be published on Contract Finder in January 2024.</p>	
10.3.4 Cont.	<p>The council is asked to consider the following options:</p> <p><u>Option 1 - Replace</u> From research undertaken, one replacement zip wire would cost approximately £13,500, plus cost for surfacing, installation and removal of the old one.</p> <p><u>Option 2 - Repair</u> Supply and installation for all relevant components needed for x2 existing Cableway Units.</p>		<p>Option 1 £13,500 indicative</p> <p>Option 2 £5,434 indicative</p>

	<u>Option 3 – Await the Master Plan to be delivered</u> Likely to be early Spring 2024		
	Recommendation: Members are requested to set the direction for the zip wire equipment and select an option it wants to proceed with and allocating a budget line for Option 1 or Option 2.		
10.3.5	Youth Club Lease	The Youth Club lease requires renewal. The solicitor will prepare a new one year lease for the council to consider.	£800 + disbursements
	Recommendation: Members are requested to consider the approval of another one year lease, which the solicitor will draft for signing. Funds of £800 + disbursements are to be taken from budget line Legal and Professional.		
	Town Silver Band Hall Lease	In October 2022 STC resolved to issue a letter of intent to renew the lease for the Town Silver Band Hall. It has come to light that some funders are not accepting the letter of intent, therefore the solicitor has been contacted to prepare a new 30 year lease, from 2025, for the council to consider.	£1,050 + disbursements
	Recommendation: Members are requested to consider the approval of a 30 year lease, which the solicitor will draft for signing. Funds of £1,050 + disbursements are to be taken from budget line Legal and Professional.		
10.3.6	Proposed Telecommunications Base Station Upgrade at Stelmec Ltd, Longmead Ind Estate, Shaftesbury, Dorset, SP7 8PL (NGR: E 386987 N 123197)	As part of Vodafone & Telefonica’s network improvement program, there is a specific requirement for a radio base station upgrade at this location to improve coverage and service. Cornerstone have identified this site as suitable and are consulting to seek STC’s views on the proposal before proceeding with the works. They understand that STC is not always able to provide site specific comments, however, Cornerstone and Vodafone & Telefonica are committed to consultation with communities for mobile telecommunications proposals and as such would encourage a response. Mobiles can only work with a network of base stations in place where people want to use their mobile phones or other wireless devices. Without base stations, the mobile phones, and other devices we rely on simply won’t work. General Background information Site Location maps	
	Recommendation: Members are requested to consider the consultation and provide a response.		