

Minutes of the Full Council Meeting on Tuesday 17th October 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 (arrived at 7.04pm), Lewer (arrived at 7.03pm), Loader, Proctor, Tippins and Yeo

Absent: Cllrs Cook, Hall and Wild

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

In attendance: Press (1), Members of the public (7) and online (2)

[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.

- Sustainable Shaftesbury
 - Thanks to all participants who took part in producing the plan. Request for STC to adopt the plan as a start has to be made. The group acknowledges that the plan is not finished, however urges for adoption.
 - The sooner the projects are started, the better.

The meeting commenced at 7.04pm.

FC72 Apologies

Officer report 1023FC1 was received and it was **RESOLVED** to accept apologies from Cllrs Cook, Hall and Wild.

Proposed by Cllr Loader		
Seconded by Cllr Hollingshead		
In Favour	9	Cllrs Edwyn-Jones, Hollingshead, Brown, Chase, Lewer, Loader, Proctor, Tippins and Yeo
Against	0	
Abstentions	0	
MOTION CARRIED		

FC73 Declarations of Interest

Officer report 1023FC2 was received. It was **NOTED** that Councillors should declare any interests if they arise.

Cllr Yeo declared that he is recording the meeting.

Cllr Brown declared an interest in agenda item 10.2 as he lives in the area and will abstain from the vote.

Cllr Proctor declared an interest in agenda item 10.3.2 as he is a Director of the Abbey and will abstain from the vote.

Cllr Chase declared an interest in agenda item 10.3.5 as he is a Trustee of the Town Silver Band and will abstain from the vote.

FC74 Minutes

Officer report 1023FC3 was received and it was **RESOLVED** to adopt the minutes from the Full Council meeting on 19th September 2023.

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

Action: Town Clerk

FC75 To receive a report for information to Full Council

Officer report 1023FC4 was received and **NOTED**.

Civic Report – included as a link within the agenda.

Local Organisation Reports - none

Dorset Council Reports - included as a link within the agenda.

Other Reports

Cllr Loader reported that the car park at St James Church will be open on 30th and 31st October, on a first come first serve basis to alleviate the parking issues associated with the road closure at Ratcliff's Gardens.

FC76 To receive and note minutes of and/or to determine recommendations by committees

Officer report 1023FC5 was received and noted.

FC77 To receive and note informal meeting notes and/or to determine recommendations by Working Groups.**FC77a To consider adopting the Sustainable Shaftesbury Policy & Action Masterplan 2023-2031 and Its Appendix**

Officer report 1023FC6 was received and it was **RESOLVED** to arrange for an Extraordinary Full Council meeting, to take the Plan to the next stage. This will be scheduled before the end of the year.

An amendment was **PROPOSED** by Cllr Proctor, **SECONDED** by Cllr Brown and accepted, to hold a maximum of two workshops before the EFC meeting.

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

Action: Town Clerk

FC78 To approve payments and receive financial reports

Officer report 1023FC7 was received and noted and it was **RESOLVED** to

- a) Receive and note the income and expenditure records and general balances
- b) Approve the payments list for this month
- c) Acknowledge the year end forecast and breakdown of the budget lines that are forecasted to be overspend at year end.

(Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Lewer		
Seconded by Cllr Loader		
In Favour	9	Cllrs Edwyn-Jones, Hollingshead, Brown, Chase, Lewer, Loader, Proctor, Tippins and Yeo
Against	0	
Abstentions	0	
MOTION CARRIED		

Action: Town Clerk

Invoices for approval Full Council 17th October 2023

Supplier and Invoice Details	Invoice Date	Invoice No	Amount Due
BALDWIN Denise Baldwin Milk, cable ties,	30/09/2023	SEPT	4.89
BERWICK Chris Berwick Ltd Grounds maintenance	30/09/2023	SI-2761	7,992.00
CG C & G Tarmac Completion of car park	30/08/2023	17189CJ	55,981.20
CLARITY Clarity Copiers Ltd Photocopying Sept	29/09/2023	130958	47.78
DARWIN Darwin Ecology Ltd Bat assessment Town Hall	05/10/2023	3-10131	1,380.00
DESIGN Designjam Ltd Website hosting	01/10/2023	3135	168.00
DWP Dorset Waste Partnership Waste collection Sept to Dec	04/10/2023	2800365688	756.84
ELITE Elite Playground Inspections Monthly play inspections	03/10/2023	110-10	231.00
FAIRTRADE Fairtrade C/o A Simmonds coffee x 2	23/09/2023	COFFEE	11.00
HERBERT Carol Herbert Swimming Lesson	03/07/2023	3	37.50
HOLLINGSHE Cllr Andrew Hollingshead Travel Dorset Police Open Day	22/09/2023	TECFSEPT	25.20
L ITRANSPORT I-Transport Traffic survey Mampitts	30/09/2023	3 336	425.75

FC79 To receive further information on the tenders for the Jubilee Steps Handrail

Officer report 1023FC8 was received.

It was **RESOLVED** to

- a) Select contractor C (Ian Thackray Blacksmith) for the Jubilee Steps handrail replacement scheme and proceed with his recommendation of Option 2.

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

Action: Town Clerk

It was **RESOLVED** to

- b) Delegate the final design of the handrail to the town clerk in collaboration with the lead councillor/mayor, deputy mayor and landscape architect and present final design and costings to Full Council in November
- c) Agree that the additional funds are taken from EMR 4911 (Jubilee Steps), noting the overspend and impact on General Reserves
- d) Agree the cosmetic works to be taken from budget line EMR 4944 Footpaths to a value of up to £5,000
- e) Allocate the design costs of £4,055 to 4341 budget line – Legal and Professional fees (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

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

Action: Town Clerk

FC80 To consider the bench condition report and replacement plan

Officer report 1023FC9 was received and noted.

It was **PROPOSED** by Cllr Chase and **SECONDED** by Cllr Lewer to choose the following bench designs;

- a. Landscaped areas – a mix of types of picnic benches
- b. Municipal areas - Blackburn design
- c. Recreational areas – Phoenix design

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

Abstentions	0	
MOTION FELL		

It was **RESOLVED** to adopt a Grafton type bench in the municipal areas, with the final decision to be made by the town clerk in consultation with a councillor.

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

It was **RESOLVED** that the same style benches are placed in the landscape and recreational areas.

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

It was **RESOLVED** to keep the memorial benches on Gold Hill in their original colour.

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

Action: Town Clerk

FC81 Clerk's Report including correspondence and progress report on Full Council business

FC81a Officer report 1023FC10.1 was received and **NOTED**.

Action: Councillors were asked to submit any Football Club related questions to the Town Clerk

FC81b Officer report 1023FC10.2 was received and **NOTED**. It was **RESOLVED** to accept the report and to ratify expenditure authorised under the Clerk's Scheme of Delegation.

- Persimmon Traffic Survey
- Barton Hill Car Park, Abandoned Vehicle
- DC Free Parking Dates 2024
- Replacement Eye Bolts

Proposed by Cllr Chase		
Seconded by Cllr Hollingshead		
In Favour	7	Cllrs Edwyn-Jones, Hollingshead, Chase, Lewer, Loader, Proctor and Tippins
Against	0	
Abstentions	2	Cllrs Brown and Yeo
MOTION CARRIED		

Action: Town Clerk

FC81c Officer report 1023FC10.4 was received and **NOTED**.

1. Town Maces

It was PROPOSED by Cllr Proctor but NOT SECONDED to place the maces in the Gold Hill Museum and to not have these scanned.

It was PROPOSED by Cllr Chase but NOT SECONDED to not have the maces scanned.

It was **RESOLVED** to extend the meeting by 20 minutes.

Proposed by Cllr Chase		
Seconded by Cllr Edwyn-Jones		
In Favour	5	Cllrs Edwyn-Jones, Chase, Proctor, Tippins and Yeo
Against	4	Cllrs Hollingshead, Brown, Lewer and Loader
Abstentions	0	
MOTION CARRIED		

It was PROPOSED by Cllr Yeo and SECONDED by Cllr Tippins to approve the expenditure of £1,500 to laser scan both maces.

Proposed by Cllr Yeo		
Seconded by Cllr Tippins		
In Favour	3	Cllrs Edwyn-Jones, Tippins and Yeo
Against	6	Cllrs Hollingshead, Brown, Chase, Lewer, Loader and Proctor
Abstentions	0	
MOTION FELL		

Action: Town Clerk

2. Shaftesbury Abbey request for support

It was **RESOLVED** to support the project in principle so Shaftesbury Abbey can apply for funding from the Arts Council.

Proposed by Cllr Chase		
Seconded by Cllr Loader		
In Favour	8	Cllrs Edwyn-Jones, Hollingshead, Brown, Chase, Lewer, Loader, Tippins and Yeo
Against	0	
Abstentions	1	Cllr Proctor

MOTION CARRIED**Action: Town Clerk****3. Planning Appeal P/FUL/2022/03432**

It was **RESOLVED** to not provide any further representation.

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

Action: Town Clerk**4. Wincombe Play Area Zip Line**

It was **RESOLVED** to repair the zip line at an indicative cost of £5,434 using funds from budget line 901/ 4906 Playground Equipment (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Chase		
Seconded by Cllr Tippins		
In Favour	6	Cllrs Chase, Lewer, Loader, Proctor, Tippins and Yeo
Against	3	Cllrs Edwyn-Jones, Hollingshead, Brown
Abstentions	0	
MOTION CARRIED		

Action: Town Clerk**5. Youth Club Lease**

It was **RESOLVED** to enquire whether a letter signed by the mayor and deputy extending the lease by another year would be sufficient to be legally binding.

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

Action: Town Clerk

5. Town Silver Band Hall Lease

It was **RESOLVED** to approve another 30 year lease, with solicitor costs of £1,050 + disbursements, taking funds from budget line Legal & Professional (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

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

Action: Town Clerk

6. Proposed Telecommunication Base Station Upgrade at Stelmec Ltd

It was **RESOLVED** to support this proposition.

Proposed by Cllr Chase		
Seconded by Cllr Edwyn-Jones		
In Favour	9	Cllrs Edwyn-Jones, Hollingshead, Brown, Chase, Lewer, Loader, Proctor, Tippins and Yeo
Against	0	
Abstentions	0	
MOTION CARRIED		

Action: Town Clerk

There being no further business, the meeting was closed at 9:16pm.

These minutes were adopted on 21st November 2023 under minute reference FC84 as a true record of the decisions taken and are duly signed below by the chair of that meeting.