



To: All Town Councillors

For Information: Dorset Council Councillors, Sustainable Shaftesbury Working Group

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 7 pm on Tuesday, 12th December 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, 6th December 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. [To consider adopting the Sustainable Shaftesbury Policy & Action Masterplan 2023–2031](#)

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 were received.

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 adopting the Sustainable Shaftesbury Policy & Action Masterplan 2023–2031

Background

Excerpt from the [STC Strategic Plan](#) (p10) adopted in April 2023 states: *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.*

In October 2023 STC was presented with the draft Sustainable Shaftesbury Policy & Action Masterplan 2023–2031 and draft Appendix A - Sustainable Shaftesbury Action Plan 2023-2031 for consideration and adoption.

STC 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.

An excerpt from NALC (National Association Local Councils) in relation to community leadership (gold award) states:

*The panel seeks evidence that the council has considered climate change and other environmental issues and has engaged with the community on these issues. The council will have considered how it can **support or facilitate the community to take actions** that could have a positive environmental impact for the local area, or more widely.*

Information

As per the resolution, two working group meetings were held, attended by the Sustainable Shaftesbury members and Cllrs Hollingshead and Lewer on 31st October and 14th November. A summary of each meeting below provides an overview of the amendments and takes into account all of the feedback.

[Summary of the meeting on 31st October](#)

[Summary of the meeting on 14th November](#)

The documents have all been revised and the final versions for STC to consider are as follows:

- [SS Policy](#)
- [Appendix A Action Plan](#)
- [Appendix B Biodiversity](#)
- [Appendix C Town Tree Plan](#)

The Sustainable Shaftesbury Working group, supported by Cllrs Hollingshead and Lewer have been through a robust review process. The feedback from the Working Group meetings has been incorporated into the revised documents.

Councillors are reminded that the symbols below, which feature within the action plan, indicate the stage various actions have currently reached (Doing/ Research/ Ideas). The plan is deliberately ambitious and aspirational to take account of what is a fast-moving situation both internationally and locally and therefore subject to change.

Stage of Development Key



Doing

Projects that are already underway, or that are ready to begin immediately.

**Action being taken
2023–24**



Research

Projects that are defined well enough to begin running as a pilot, or which may require a more detailed feasibility assessment.

**Action pending
(Aim for 2024–26)**



Ideas

Projects that need more thought and planning before getting started. May also require engagement with partner organisations and stakeholders.

**Action NOT taken yet
(Aim for 2024–31)**

The group has reached consensus that the plan and accompanying documents is ready for adoption hence STC is being asked to consider the information as presented.

Recommendation

Councillors are requested to consider the SS Policy, and Appendices A, B and C and to adopt 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 and to Cllrs Hollingshead and Lower for conducting the review process in collaboration with the working group.