

Minutes of the Full Council Meeting on Tuesday 19th November 2024 at 7 pm
Held in the Council Chamber, Shaftesbury Town Hall

Members Summoned and Present: Cllrs Chase (Chair), Edwyn-Jones (Vice-Chair), Barratt, Brown (arrived at 7.12pm), Dibben, Elmendorff, Hollingshead, Heritage, Philpott, Salkeld (arrived at 7.02pm), Smith, Wild, Williams and Yeo

Absent: Cllr Loader

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

In attendance: Press (1), Members of the public (10) 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.

- Mampitts Hub – no local support, local residents favour CIC scheme
- Mampitts Hub – objection to Town Council scheme
- Support for Agenda item No 5, SuS69 Orchard in the Park
- Chair of SuSAC spoke to the recommendations from the committee
- Support for Agenda item No 5, SuS68 Off-Road Cycle proposal

The meeting commenced at 7.21pm.

FC83 Apologies

Officer report 1124FC1 was received and it was **RESOLVED** to accept apologies from Cllr Loader.

Proposed by Cllr Elmendorff		
Seconded by Cllr Smith		
In Favour	14	Cllrs Chase, Edwyn-Jones, Barratt, Brown, Dibben, Elmendorff, Hollingshead, Heritage, Philpott, Salkeld, Smith, Wild, Williams and Yeo
Against	0	
Abstentions	0	
MOTION CARRIED		

Action: Town Clerk

FC84 Declarations of Interest

Officer report 1124FC2 was received. It was **NOTED** that Councillors should declare any interests if they arise.

Cllr Yeo declared an interest in agenda item no. 8 as Chairman of the Mampitts CIO.

FC85 Minutes

Officer report 1124FC3 was received and it was **RESOLVED** to adopt the minutes from Full Council meeting held on 15th October 2024.

Proposed by Cllr Elmendorff		
Seconded by Cllr Edwyn-Jones		
In Favour	11	Cllrs Chase, Edwyn-Jones, Barratt, Brown, Dibben, Elmendorff, Hollingshead, Heritage, Philpott, Salkeld and Smith
Against	0	
Abstentions	3	Cllrs Wild, Williams and Yeo
MOTION CARRIED		

FC86 To receive a report for information to Full Council

Officer report 1124FC4 was received and **NOTED**.

Civic Report – Cllr Chase reported on his attendance at the following events:

- Read Easy Group Launch of Read Easy stories in films
- The Dorset Legal Service
- Shaftesbury Arts Centre – Treorchy Choir
- RBL Remembrance Day Service and Parade, he thanked the RBL for organising and supporting this event
- Blandford Forum Civic Day

Cllr Chase reminded everyone in attendance of his upcoming Fish & Chip Charity Quiz night on Friday 29th November in the Guildhall.

Cllr Edwyn-Jones reported on her attendance at the following events:

- Shaftesbury Abbey, Scheduled Monument Status ceremony
- Shaftesbury Refugee Group – Ukrainian Documentary
- Represented STC at two DAPTC meetings in regard to National Planning Policy Framework and Devolution.

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

Local Organisation Reports – Cllr Elmendorff thanked Cllrs Wild and Dibben for contributions to the Air Ambulance.

Other Reports – Cllr Dibben attended the Technical Planning meeting at Dorset Council. Cllr Yeo also attended the Technical Planning meeting at Dorset Council. DC proposed to move the TRO Bus Gate decision to consultation, carried out by an inspector. Cllr Yeo stated that STC can resolve this issue by giving up part of the Mampitts allotments and widening the road. Cllr Yeo spoke about the Northern Area Planning Committee meeting and expressed his disappointment that neither Dorset Councillors for Shaftesbury were in attendance.

It was noted that Cllr Williams resigned from the Planning & Highways committee.

FC87 To receive and note minutes of and/or to determine recommendations by committees

Officer report 1124FC5 was received and P&H, SSAC and SuSAC minutes were received and **NOTED**.

FC87a SS21 To receive an update on the Lido Options Report from the architect visit

The Chairman of SSAC provided an update to members, which was **NOTED**.

FC87b SS22 To receive an update on the SLICE event

It was **RESOLVED** to approve the Shaftesbury Lido Ice Championship Extravaganza as a fundraising event for the Lido on 16th February 2025.

Proposed by Cllr Edwyn-Jones		
Seconded by Cllr Dibben		
In Favour	14	Cllrs Chase, Edwyn-Jones, Barratt, Brown, Dibben, Elmendorff, Hollingshead, Heritage, Philpott, Salkeld, Smith, Wild, Williams and Yeo
Against	0	
Abstentions	0	
MOTION CARRIED		

Action: Town Clerk

The Chairman agreed to take agenda item SuS67, SuS68 and SuS69 en bloc.

FC87c SuS67 To consider the timeline to Dorset Nature Recovery Strategy and Plan

It was **RESOLVED** that SuSAC prepare a consultation response for STC to consider once the consultation has been published in 2025.

FC87d SuS68 To receive an update from the Action Plan working groups

SuS68a Transport – To consider the off-road cycle proposal

It was **RESOLVED** that STC request a feasibility study from Dorset Council for the proposed off-road cycle from Shaftesbury to Gillingham.

FC87e SuS69 To receive a restoration proposal for the Orchard in the Park

It was **RESOLVED** that STC agree for the Orchard in St James Park to be restored in consultation with the STC grounds contractor so it can be released back into the community, giving townsfolk and visitors opportunities to engage with, explore and enjoy these trees, their company and fruit. The repositioning of the Maple tree will also be carried out in consultation with the grounds contractor.

Proposed by Cllr Dibben		
Seconded by Cllr Chase		
In Favour	13	Cllrs Chase, Edwyn-Jones, Barratt, Dibben, Elmendorff, Hollingshead, Heritage, Philpott, Salkeld, Smith, Wild, Williams and Yeo
Against	1	Cllr Brown
Abstentions	0	
MOTION CARRIED		

Action: Town Clerk

FC88 To approve payments and receive financial reports

Officer report 1124FC6 was received and it was **RESOLVED** that the income and expenditure records, general reserves balance and list of payments to a value of £23,674.75 were noted.

Cllr Elmendorff signed off the Bank Reconciliation for the month of November.

Proposed by Cllr Elmendorff

Seconded by Cllr Dibben		
In Favour	13	Cllrs Chase, Edwyn-Jones, Barratt, Brown, Dibben, Elmendorff, Hollingshead, Heritage, Philpott, Salkeld, Smith, Wild and Williams
Against	1	Cllr Yeo
Abstentions	0	
MOTION CARRIED		

Action: Town Clerk

Summary of Payments resolved upon

Supplier and Invoice Details		Invoice Date	Invoice No	Amount Due
AQUA	Aqua cleaning Services			
Sanitary disposal Nov		01/11/2024	CL10209	£ 9.60
AQUAS	Aqua Supplies Ltd			
Cleaning supplies		06/11/2024	S42217	£ 126.41
AQUATIC	Aquatic Harriet			
Water samples post for testing		24/10/2024	POSTOFFICEOCT	£ 10.40
BALDWIN	Denise Baldwin			
Stamps		30/10/2024	311024	£ 14.85
BERWICK	Chris Berwick Ltd			
Bulbs/Flow BL, QMG, Tesco roun		31/10/2024	3093	£ 2,269.20
Works to Gold Hill Wall		31/10/2024	3094	£ 1,974.00
				£ 4,243.20
BUNZL	Bunzl Cleaning and Hygiene Supplies			
Eco Cleaning Products TH		15/10/2024	03/421338	£ 87.15
CLARITY	Clarity Copiers Ltd			
Printing October		28/10/2024	134450	£ 34.56
DAPTC	DAPTC			
Planning training VEJ		24/10/2024	2210	£ 30.00
DCC	Dorset Council			
Car Park sign		24/10/2024	2800419886	£ 340.00
DESIGN	Designjam Ltd			
Website hosting		01/11/2024	3327	£ 168.00
DPCL	Dorset Planning Consultant Ltd			
Planning support NHPL		07/11/2024	1115	£ 1,407.60
DVH	Dorset Vehicle Hire			
Van hire		11/10/2024	571202	£ 882.22
Hire of Van		31/10/2024	571277	£ 336.00
Credit against fuel		01/11/2024	267490	-£ 360.00
				£ 858.22

ECO	Eco Sustainable Solutions Ltd			
Play bark		17/09/2024	130104402A	£ 106.30
FENLAND	Fenland Leisure Products			
Playground spares		15/10/2024	601691	£ 44.12
GLASDON	Glasdon UK Ltd			
Sherwood Bins x 9		23/10/2024	SI897007	£ 4,434.37
IPS	IPS Group Uk			
Card receipts charges		30/09/2024	101970	£ 95.04
Credit card receipts		31/10/2024	103085	£ 126.00
				£ 221.04
JPL	JP Lennard Ltd			
Check temp dip/fire signs		08/11/2024	234297	£ 173.56
LYRECO	Lyreco			
Mouse Pad, tea bags		31/10/2024	641359952	£ 106.12
MADDOCK	Sybillie Maddock			
Milk, Coffee		05/11/2024	5112024	£ 6.50
MICROSHADE	Micorshade VSM			
Rialtas Hosting		23/11/2024	20104	£ 77.40
MOXHAM	Tracy Moxham			
Elastic for Memorial Wreaths		05/11/2024	KIT&KABOODLE	£ 2.00
NDM	NDM Electrical			
Re-route arm. cable for lights		30/10/2024	2329	£ 545.00
Putting up Xmas Lights		11/11/2024	2338	£ 3,000.00
				£ 3,545.00
PALMER	Graham Palmer			
Milk		23/09/2024	MORRISONS	£ 1.35
PRODOSE	Prodose Ltd			
Service Electrochlorinator		17/10/2024	200674	£ 728.40
PROLUDIC	Proludic			
Caps, glider Wincombe		31/10/2024	SIN009975	£ 458.32
SCATS	Mole Countrystores			
Padlock, Grass Seed		08/10/2024	207626965	£ 62.62
SCREW	Screwfix (Trade UK)			
Work boots DS		08/11/2024	1558237615	£ 54.99
STREET	Streetmaster			
Grafton 1800 Memorial Bench		15/10/2024	12270	£ 1,090.80
TOWER	Tower			
Soft Shell Jacket DS		11/11/2024	1577496	£ 72.88
TRAVPERK	Travis Perkins			
Consumables		03/08/2024	1004115452	£ 74.12
Consumables re playground repa		06/08/2024	1004167620	£ 93.78
				£ 167.90

TREE	NB Tree Management			
Tree Risk Assessment Zone 1		11/11/2024	892	£ 1,400.00
WALLGATE	Wallgate			
Soap for wash/drier unit		29/10/2024	36409	£ 106.99
WPS	James Hallam			
Extension for hire van		01/11/2024	538707148	£ 28.00
			Total Payments	£ 20,218.65
Additional Payments				
ACE	ACE Plumbing and Heating			
Repair to leaking toilet		12/11/2024	225892	£ 307.97
Service Boiler		12/11/2024	226107	£ 93.60
				£ 401.57
CREATIVE	Creative Cars			
Insurance excess & VAT repair		13/11/2024	3873	£ 955.51
Ins Excess & VAT re repair		13/11/2024	3874	£ 487.75
Vat on insurance repair		13/11/2024	3875	£ 76.80
				£ 1,520.06
DOTHENUMBE	Do The Numbers Ltd			
Internal Audit Interim Fee		12/11/2024	12/1700	£ 400.00
MARSHALS	Dorset Marshals			
Donation re Remembrance Parade		15/11/2024	ROBIN	£ 100.00
MOORE	Richard Moore Contractors			
Install memorial bench Castle Hill		14/11/2024	9019	£ 132.00
PALMER	Graham Palmer			
Travel Claim Nov		18/11/2024	TECF1811	£ 7.65
SETON	Seton			
Fire signage		11/11/2024	9303816144	£ 16.72
SYDENHAMS	Sydenhams			
Discs, drill bits, screws		12/11/2024	6795802	£ 41.53
TALKABOUT	The Talk About Trust			
Present. to Cllrs PIPS Cafe		04/11/2024	2284	£ 300.00
Add prep and presentation time		18/11/2024	2297	£ 130.00
				£ 430.00
WPS	James Hallam			
Add of hire vehicle		01/11/2024	538707938	£ 406.57
			Total Additional	£ 3,456.10
			Overall Total	£ 23,674.75

Balance Sheet

11/11/2024		Shaftesbury Town Council	
15:20		Balance Sheet as at 31/10/2024	
31 March 2024		31 March 2025	
Current Assets			
33,830	Debtors	25,188	
56,237	Vat Control	7,334	
9,272	Prepayments	0	
113,558	NatWest Current A/c	281,561	
10	NatWest Reserve A/c	10	
0	Petty Cash- Swimming Pool	20	
117,717	Public Sector Deposit A/c	117,717	
162,736	Cambridge & Counties Bank	162,736	
500	Nationwide Business Savings	500	
<u>493,860</u>		<u>595,067</u>	
493,860	Total Assets	595,067	
Current Liabilities			
97,499	Creditors	12,269	
4,249	Accruals	0	
6,459	PAYE & NI Due	4,492	
5,393	Superannuation Due	5,516	
465	Holding Deposits	383	
<u>114,066</u>		<u>22,639</u>	
379,794	Total Assets Less Current Liabilities	572,427	
Represented By			
130,197	General Reserve	367,899	
249,597	Earmarked Reserves	204,529	
<u>379,794</u>		<u>572,427</u>	

FC89 To receive the modification statement for the Neighbourhood Plan review 2024

Officer report 1124FC7 was received and noted.

It was **RESOLVED** to approve the revised draft Neighbourhood Plan and to initiate the Regulation 14 public consultation. This step will enable community feedback, particularly on new allocations and policies, ensuring that the plan reflects both strategic goals and local aspirations for Shaftesbury's development and environmental stewardship.

Proposed by Cllr Williams		
Seconded by Cllr Hollingshead		
In Favour	13	Cllrs Chase, Edwyn-Jones, Barratt, Dibben, Elmendorff, Hollingshead, Heritage, Philpott, Salkeld, Smith, Wild, Williams and Yeo
Against	0	
Abstentions	1	Cllr Brown
MOTION CARRIED		

Action: Town Clerk

FC90 To receive information on the Mampitts Green HUB

Officer report 1124FC8 was received and noted.

It was PROPOSED by Cllr Williams and SECONDED by Cllr Dibben to follow STC's financial procedures and go out to open tender for alternative proposals.

Cllr Yeo requested an amendment that the tendering process is not just for the hall design but for the landscaping of the whole design, which Cllr Williams has confirmed is included in the proposal.

Cllr Brown PROPOSED an amendment to take the current design forward to tender and to purchase the license/intellectual property of PWCR, as otherwise STC would have to start the whole process from the beginning again.

Cllr Williams accepted the amendment, however reiterated that any tenderer can submit alternative proposals as part of the tendering process.

Cllr Dibben as seconder of the original motion did not accept this amendment.

Cllr Hollingshead seconded Cllr Browns proposal, which was then voted on as a separate motion.

Cllr Wild left the meeting at 9.01pm.

It was **RESOLVED** to take the current design to tender and to acquire the license/intellectual property from PWCR.

Proposed by Cllr Brown		
Seconded by Cllr Hollingshead		
In Favour	7	Cllrs Chase, Brown, Elmendorff, Heritage, Hollingshead, Philpott and Salkeld
Against	4	Cllrs Barratt, Dibben, Smith and Yeo
Abstentions	2	Cllrs Edwyn-Jones and Williams
MOTION CARRIED		

It was **RESOLVED** to follow STC's financial regulations and go out to open tender for an architect using the original design, however any tenderer can put forward an alternative proposal.

Proposed by Cllr Williams		
Seconded by Cllr Dibben		
In Favour	11	Cllrs Chase, Barratt, Brown, Dibben, Hollingshead, Heritage, Philpott, Salkeld, Smith, Williams and Yeo
Against	2	Cllrs Edwyn-Jones and Elmendorff
Abstentions	0	
MOTION CARRIED		

It was **RESOLVED** to pay the outstanding £6,550 to PWCR, which will also give STC the licence to use the design (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Hollingshead		
Seconded by Cllr Edwyn-Jones		
In Favour	6	Cllrs Chase, Edwyn-Jones, Elmendorff, Heritage, Hollingshead and Philpott

Against	2	Cllrs Yeo and Dibben
Abstentions	5	Cllr Barrat, Brown, Salkeld, Smith and Williams
MOTION CARRIED		

Action: Town Clerk

Cllr Heritage left the meeting at 9.09pm.

It was **RESOLVED** to move agenda item no. 9 - To Review and Approve STC Policies to the December Full Council Agenda due to time constraints.

Proposed by Cllr Hollingshead		
Seconded by Cllr Edwyn-Jones		
In Favour	12	Cllrs Chase, Edwyn-Jones, Barratt, Dibben, Elmendorff, Hollingshead, Philpott, Salkeld, Smith, Williams and Yeo
Against	0	
Abstentions	0	
MOTION CARRIED		

Action: Town Clerk

FC91 Clerk's Report including correspondence and progress report on Full Council business

FC91a Officer report 01124FC10.1 was received and **NOTED**.

- East Shaftesbury – Maple Road Play Area – Action Plan update
- Youth Provision Working Group Terms of Reference – New ToR has been developed
- Internal Audit Services – Report be brought to Full Council in December
- Various Autumnal Planting – Update on bulbs purchased following approval in October
- Shaftesbury Roundabouts – Grounds contractor proposal to seek collaboration with Shaftesbury in Bloom volunteers
- Shaftesbury in Bloom – UK Finals report has been shared
- Lido Cold Water Swimming – Additional Wednesday evening session 6-8pm, for a six week trial
- New Councillor Training – All new councillors have been requested to complete the training
- Lido Donation - £2,000 received from The Semma Fund, ringfenced to the Lido
- Local Government Services pay Agreement 2024-2025 – New pay scales to be implemented from November 2024, backdated to 1st April 2024
- Asset Register – Updated with new insurance values
- Coppice Street Car Park IPS ticket machine – Customer service improvement
- Temporary Closure of High Street – Monday 25th November 4-8pm for the Christmas Lights Switch On, event managed by the Chamber of Commerce

FC91b Officer report 1124FC10.2 was received and Councillors **NOTED** the expenditure authorised under the Clerk's Scheme of Delegation (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

1. Mampitts Hub VAT Advice at a cost of £900, budget line 4943/901 EMR Mampitts Hub
2. Bell Street fire damage to WC floor at a cost of £1,023.00, budget line 4250/105 Repairs & Maintenance

Cllr Heritage returned to the meeting at 9.11pm.

FC91c Officer report 1124FC10.3 was received and **NOTED**.

1. High Street Closure Application for Thursday Market

It was **RESOLVED** to approve the application to Dorset Council for the period from April 2025 to March 2026 at a cost of £247.00 taking funds from budget line 302/4341 Legal and Professional (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Hollingshead		
Seconded by Cllr Smith		
In Favour	13	Cllrs Chase, Edwyn-Jones, Barratt, Brown, Dibben, Elmendorff, Hollingshead, Heritage, Philpott, Salkeld, Smith, Williams and Yeo
Against	0	
Abstentions	0	
MOTION CARRIED		

2. DAPTC AGM Saturday 23rd November 2024

It was **RESOLVED** to approve for Cllr Salkeld to have voting rights on behalf of STC at the DAPTC AGM.

Proposed by Cllr Salkeld		
Seconded by Cllr Chase		
In Favour	13	Cllrs Chase, Edwyn-Jones, Barratt, Brown, Dibben, Elmendorff, Hollingshead, Heritage, Philpott, Salkeld, Smith, Williams and Yeo
Against	0	
Abstentions	0	
MOTION CARRIED		

3. Youth Club Lease and new Trustees

It was **RESOLVED** to instruct a Structural Surveyor to assess the building and provide a report for the cost of £1,275 with funds taken from budget line 4350 Legal and Professional (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Yeo		
Seconded by Cllr Smith		
In Favour	13	Cllrs Chase, Edwyn-Jones, Barratt, Brown, Dibben, Elmendorff, Hollingshead, Heritage, Philpott, Salkeld, Smith, Williams and Yeo
Against	0	
Abstentions	0	
MOTION CARRIED		

4. Road Names for A30 development

It was **RESOLVED** to move this item to the December Agenda.

Proposed by Cllr Williams		
Seconded by Cllr Philpott		
In Favour	12	Cllrs Chase, Edwyn-Jones, Barratt, Brown, Elmendorff, Hollingshead, Heritage, Philpott, Salkeld, Smith, Williams and Yeo
Against	0	
Abstentions	1	Cllr Dibben
MOTION CARRIED		

5. Shaftesbury – A Place of Sanctuary

It was **RESOLVED** to accept the proposal for Shaftesbury to become a Place of Sanctuary.

Proposed by Cllr Edwyn-Jones		
Seconded by Cllr Barratt		
In Favour	11	Cllrs Chase, Edwyn-Jones, Barratt, Dibben, Elmendorff, Hollingshead, Philpott, Salkeld, Smith, Williams and Yeo
Against	0	
Abstentions	2	Cllrs Brown and Heritage
MOTION CARRIED		

Action: Town Clerk

There being no further business, the meeting was closed at 9.18pm.

These minutes were adopted on **enter date**, under minute reference **enter ref.** as a true record of the decisions taken and are duly signed below by the chair of that meeting.

DRAFT