

Minutes of the Full Council Meeting on Tuesday 16th September 2025 at 7 pm
Held in the Council Chamber, Shaftesbury Town Hall

Members Summoned and Present: Cllrs Edwyn-Jones (Chair), Williams (Vice-Chair), Barratt, Dibben, Elmendorff, Heritage, Hollingshead, Loader, Philpott, Smith and Yeo

Absent: Cllrs Brown, Chase, Salkeld and Wild

Officers Present: Billy Maddock (Deputy Town Clerk)

In attendance: Press (1), Members of the public (8), 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.

- Clarification was provided re SuSAC recommendation SuS20, this document was compiled in collaboration with seven different people. (Gideon King, Mike Cummings, Bernard Ede, Chris Maude, Neil Morisetti, Lucy Young, Richard Thomas). Housing figures are not correct as they do not address local need. There needs to be local distinctiveness.
- Nature Friendly Town Framework, revised version after feedback received from Dorset Wildlife Trust
- Grounds Survey for Mampitts, queried if this includes an ecology survey, as land is vital for the proposed Green Wheel
- Query if there will be development on the proposed link road to fulfil the requirement? DC Cllr Shane Bartlett encouraged all in attendance to provide feedback on the consultation. It should be noted that not all of the site locations will be included in the Local Plan.
- Shaftesbury grouped with Gillingham and Sherborne and is being described as a larger town that has capacity to grow. The resident disputed this as topographically Shaftesbury cannot grow, neither has it a railway station.
- Shaftesbury Neighbourhood Plan (SNP) did not discuss what could be built on the Eastern Site.
- Market Town Planning process, should there be a V4 of the SNP or a Market Town strategy?
- Will there be any further face to face consultations. It was confirmed that the next in person consultation is on 25th September in Gillingham.
- Link Road is very important
- Still no closer to have a Melbury Abbas bypass

It was **RESOLVED** to extend the public session by 10 minutes.

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

- Offer of 32 ecology drawings
- Bypass corridor - has been told it is unaffordable, Cllr Bartlett responded that there is the need to future proof and the importance should be included in the consultation response

- Proposed ground survey at Mampitts, should Persimmon not pay for this? DC Cllr Jeanes confirmed that Persimmon are paying for a survey on the SUDS. STC to follow up if Persimmon would reimburse the town council.
- Full detail landscape scheme for green area and space to the east. Has this been costed and is this included in current costings?
- Conducted further public consultation in relation to changed scheme emanated from the public.
- Objections raised regarding Mampitts Hub

The public session overran without formally being extended.

Cllr Hollingshead called a Point of Order, Standing Order 2 against Cllr Yeo for obstructing the meeting.

The meeting commenced at 7.35pm.

FC58 Apologies

No apologies were received.

Post Meeting Note: Apologies were received from Cllr Salkeld via email; however, this was not picked up in time for the meeting.

FC59 Declarations of Interest

Officer report 0925FC2 was received. It was **NOTED** that Councillors should declare any interests if they arise.

Cllr Yeo declared that he is a resident of Mampitts Lane and is an unpaid trustee of Mampitts CIO.

FC60 Minutes

Officer report 0925FC3 was received and it was **RESOLVED** to adopt the minutes from Full Council meeting held on 19th August 2025.

Proposed by Cllr Loader		
Seconded by Cllr Dibben		
In Favour	9	Cllrs Edwyn-Jones, Dibben, Elmendorff, Heritage, Hollingshead, Loader, Philpott, Salkeld and Smith
Abstentions	3	Cllrs Barratt, Williams and Yeo
Against	0	
MOTION CARRIED		

FC61 To receive a report for information to Full Council

Officer report 0925FC4 was received and **NOTED**.

Civic Report – included in the agenda.

Dorset Council Reports – included as a link within the agenda. Cllr Jeanes thanked all residents who attended the Local Plan consultation at the Shaftesbury Town Hall.

Other Reports – None

Local Organisation Reports – None

FC62 To receive and note minutes of and/or to determine recommendations by committees

Officer report 0925FC5 was received and the P&H, SuSAC and MAC minutes were received and **NOTED**.

FC62a Sustainable Shaftesbury Advisory Committee

SuS20 To receive an update on the Neighbourhood Plan and Dorset Local Plan consultation

The chair thanked everyone who has worked on this document.

It was **NOTED** that the council will use the excellent report as the basis for STC's response to the Dorset Local Plan.

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

SuS21 To consider recommendations to Full Council

SuS21a Approve final Nature Friendly Town framework (including pesticides use)

It was **RESOLVED** to hold a workshop to fully explore the detail and content of the framework.

Proposed by Cllr Edwyn-Jones		
Seconded by Cllr Elmendorff		
In Favour	10	Cllrs Edwyn-Jones, Williams, Barratt, Elmendorff, Heritage, Hollingshead, Loader, Philpott, Smith and Yeo
Abstentions	1	Cllr Dibben
Against	0	
MOTION CARRIED		

SuS21c Reappoint a volunteer footpaths warden

It was **RESOLVED** to appoint Joe Hashman as the Rights of Way Volunteer.

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

SuS21d Renegotiate Tesco car park deal for nature recovery in general, not just trees

It was **RESOLVED** to

- (1) explore the option to renegotiate the deal with Tesco regarding the car park revenue so that the 20% can go towards nature recovery in general (i.e. bat and swift boxes, native hedges, wildflowers).

- (2) request for SuSAC to write a short paragraph that adequately expresses what is meant by this proposal. This will form part of the guidance for grant applications.
- (3) To request for officers to look for historical documentation from Tesco and see if the car park deal can be re-opened.

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

SuS21e Agree to re-print the tree leaflet at a cost of £600, taking funds from SuSAC budget

It was **RESOLVED** to fund £580 to re-print the tree leaflets, taking funds from SuSAC budget line (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

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

SuS21f Pass the public art works proposals to Shaftesbury Arts and Culture Advisory Committee

It was **RESOLVED** that the proposals for artworks at Castle Hill springs, Royal Chase roundabout and Park Walk be formally handed over to the Shaftesbury Arts and Culture Advisory Committee.

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

SuS23 To discuss the proposal to purchase Bluesky International; National Tree Map & National Hedge Map

It was **RESOLVED** to discuss this proposal during the Nature Friendly Town workshop to discuss the implications before a resolution is made.

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

SuS22 To receive an update from the Action Plan working groups continued

SuS22b Transport & cycleways

It was **RESOLVED** to defer a response to the Dorset Council’s Transport Plan until the Extraordinary Full Council meeting on 23rd September 2025.

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

Action: Deputy Town Clerk

FC62b Mampitts Advisory Committee

Cllr Elmendorff left the meeting at 8.07pm and returned at 8.10pm.

MAC23 To discuss the approval of resource for grant funding

It was **RESOLVED** to approve the external grant funding source at £30/hour, up to a cost of £4,080 to cover an initial three-month contract taking funds from the Mampitts EMR budget line (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Elmendorff		
Seconded by Cllr Dibben		
In Favour	9	Cllrs Edwyn-Jones, Williams, Barratt, Dibben, Elmendorff, Heritage, Hollingshead, Philpott and Smith
Abstentions	1	Cllr Loader
Against	1	Cllr Yeo
MOTION CARRIED		

MAC27 To discuss the submission of a Non-Material Amendment application

It was **RESOLVED** to approve the submission of a non-material amendment planning application to Dorset Council.

Proposed by Cllr Edwyn-Jones		
Seconded by Cllr Hollingshead		
In Favour	9	Cllrs Edwyn-Jones, Williams, Barratt, Dibben, Elmendorff, Heritage, Hollingshead, Philpott and Smith
Abstentions	2	Cllr Loader and Yeo
Against	0	
MOTION CARRIED		

MAC30 To consider instruction of a Grounds Survey

It was **RESOLVED** to engage with Contractor A (Geo-Logic) for the Grounds Survey at a cost of £3,245+ VAT taking funds from the Mampitts EMR budget line (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Hollingshead		
Seconded by Cllr Elmendorff		
In Favour	9	Cllrs Edwyn-Jones, Williams, Barratt, Dibben, Elmendorff, Heritage, Hollingshead, Philpott and Smith
Abstentions	2	Cllr Loader and Yeo
Against	0	

FC63 To approve payments and receive financial reports

Officer report 0925FC6 was received and the [list of payments](#) was **NOTED**.

As per Financial Regulations section 2.6 - Cllr Barratt approved the Bank Reconciliation for the month of August.

Balance Sheet

9 September 2025 (2025 - 2026)

**Shaftesbury Town Council
BALANCE SHEET
31/03/2026**

<i>(Last) Year Ended 31 Mar 2025</i>		<i>(Current) Year Ended 31 Mar 2026</i>
£	CURRENT ASSETS	£
	Stocks and stores	
	Work in progress	
23,229.92	Debtors (Net of provision for doubtful debts)	
6,640.89	Prepayments	
24,773.98	VAT Recoverable	11,531.38
	Temporary lendings (investments)	
317,645.73	Cash in hand	349,913.98
372,290.52	TOTAL ASSETS	361,445.36
	CURRENT LIABILITIES	
45,625.86	Creditors	
<u>326,664.66</u>	NET ASSETS	<u>361,445.36</u>
	Represented by:	
103,750.49	General fund Balance	116,971.35
	Reserves:	
	Capital	
222,914.17	Earmarked	244,474.01
	Adjustments	
<u>326,664.66</u>		<u>361,445.36</u>

FC64 To review the Town Council’s cemetery charges and update the cemetery regulations

Officer report 0925FC7 was received and noted.

It was **RESOLVED** to approve an increase of 40% in cemetery charges from 1st April 2026 to bring these in line with neighbouring parishes.

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

It was **RESOLVED** to approve the change to the Cemetery Regulations to include that burial plots can only be pre-purchased by residents living in the parish of Shaftesbury. Proof of residency will have to be provided.

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

Action: Deputy Town Clerk

FC65 To consider the appointment of an IT support company

Officer report 0925FC8 was received and noted.

It was **RESOLVED** to

(1) Acknowledge that IT support is as a critical business service for operational resilience and business continuity.

(2) Appoint Company A (4c Managed Services Ltd) to provide IT Support to the town council as soon as practical for a one-off setup fee of up to £798 and an initial rate of £324.50 per month (subject to expected changes within reason annually, and for more/fewer users) taking funds from budget line IT Support (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

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

(3) Approve the virement of funds of up to £3,100 from budget line Insurance to IT Support budget line.

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

Action: Deputy Town Clerk

FC66a Clerk's Report including correspondence and progress report on Full Council business

Officer report 0925FC9.1 was received and noted.

Shaftesbury Wellness 2025 – Approximately 1,800 people attended this year’s event (701 people for Yoga, 545 people for Qi Gong, 258 for Jazzercise and 282 for Fitness). This is an uptake to last year where we had 1,600 participants. [Feedback summary](#).

Play Inspections – Play inspections have been performed in-house for the last year and the system is working well. During that time 248 items have been actioned to ensure the play parks are kept in good order (one to avoid a high risk, 21 medium risks, and the rest low/very low risks). New risks are identified most months due to wear and tear/deliberate vandalism. There remain 56 outstanding actions at the time of writing.

Wincombe Recreation Drainage Works – Grass seed has been sown, and more seeding will take place in the next weeks.

Football Club Sinking Fund Statement – The [latest statement](#) has been received for the period 5th July to 5th August 2025 and shows the accumulation of funds in line with the lease and Deed of Variation.

Band Hall EPC – As part of the renewal of the Band Hall Lease, STC had to carry out an [EPC on the hall](#). This is for information only.

FC66b Officer report 0925FC8.2 was received, and Councillors **NOTED** the updates and the expenditure authorised under the Clerk’s Scheme of Delegation (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

1. Payroll Update – Resignation Sarah Smith, Town Clerk
2. Payroll Update – Resignation David Sherlock, Senior Caretaker
3. Mampitts consultant support - £900 budget line Mampitts Hub
4. Toilet repair at the Lido - £509.13 +VAT, budget line Lido Repairs & Maintenance
5. Deputy Town Clerk to step up to Interim Town Clerk

FC66c Officer report 0925FC8.3 was received and **NOTED**.

1. Park Walk War Memorial Cleaning

It was **RESOLVED** to engage with Company C (Albion Stone) for the works at a cost of £1,625.00, following the advice from the War Memorial Trust (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Edwyn-Jones		
Seconded by Cllr Barratt		
In Favour	8	Cllrs Edwyn-Jones, Barratt, Dibben, Elmendorff, Heritage, Hollingshead, Philpott, Smith
Abstentions	0	
Against	3	Cllrs Loader, Williams and Yeo
MOTION CARRIED		

It was requested that officers further investigate options on how to preserve the names on the memorial.

2. Lido Fire Doors

It was **RESOLVED** to approve Company B (Gillingham Glass) for the replacement of the fire doors at the Lido using funds of £3,147.00 from budget line Lido Repairs & Maintenance giving delegated authority to the Deputy Town Clerk in consultation with the Mayor and Deputy Mayor to request that the company provides a five-year warranty on the doors. (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

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

Action: Deputy Town Clerk

FC67 To consider a confidential staffing matter

It was **RESOLVED** to enter into a confidential session.

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

It was **RESOLVED** to increase the hourly rate of the Deputy Town Clerk by £1.63 whilst on secondment in the short-term to cover the Town Clerk role.

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

It was **RESOLVED** to employ an Administrative Assistant/Committee Clerk to assist with the workload in the office.

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

There being no further business, the meeting was closed at 9:40pm.

These minutes were adopted on 21st October 2025 under minute reference FC73 as a true record of the 55 decisions taken and are duly signed below by the chair of that meeting.