

**Minutes of the Full Council Meeting held at 7pm on
Tuesday 15th September 2026 in the Council Chamber, Shaftesbury Town Hall**

Members Summoned and Present: Cllrs Hollingshead (Chair), Barratt, Brown, Budd, Daultrey, Dibben, Elmendorff, Heritage, Loader, Salkeld, Smith, Williams and Yeo

Absent: Cllrs Edwyn-Jones (Vice-Chair) and Philpott

Officers Present: Matthew Harrison (Town Clerk) and Billy Maddock (Deputy Town Clerk)

In Attendance: Press (1), Members of the public (5), 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:

- Resident spoke about the Bus Gate at Mampitts Lane and that it has been blocked for emergency services for four weeks and with an additional five weeks added. Bus Gate construction has only consisted of two speed bumps and six signposts, nothing else has been altered. Last Friday signs went up and they do not make sense as response drivers in their own private vehicles should be able to drive through. A No Entry sign cannot be overridden by a response driver. Incorrect signs have been put up, as they are red and still awaiting illumination. Correct signs should be blue and not red. Blue signs do not require illuminations, red signs do. He further spoke about the increase in traffic along Allen Road.

The chair responded that First Responders were excluded from the Traffic Regulation Order and the comments will be fed back to Dorset Council via Cllrs Beer and Jeanes.

- The Chair of Cann and Melbury Abbas Parish Council spoke about the parking at Abbey School. The Town Clerk spoke about the parking restriction trial that was being held and that a further meeting will be held next week with relevant parties.
- Mr Bill Walsh reported that parents parked in his private drive in the past two weeks. He spoke about the proposed yellow lines and further incidents that have happened. He demanded a meeting between relevant parties to find a solution. He reminded all that he had offered to build a car park next to the school.
- Chair of SuSAC spoke about the recommendations within the agenda and requested to speak when the items are being discussed during the agenda item.
- Cllr Yeo spoke about the proposed double yellow lines at Abbey School which he voted against.

He also spoke about the Bus Gate and that this council should pay for traffic surveys showing the true traffic extent going down Allen Road so the true impact of the Bus Gate can be determined.

He also spoke about the construction start of Mampitts Hub and voiced his opinion about the build.

- Cllr Dibben spoke regarding the sale of Armoury Yard by Dorset Council and queried how this council does not want this asset back from Dorset Council as it could be sold for up to £100,000.

The meeting commenced at 7.18pm.

FC66 Apologies

Officer report 0926FC1 was received and it was **RESOLVED** to accept apologies from Cllrs Edwyn-Jones and Philpott.

Proposed by Cllr Loader and Seconded by Cllr Elmendorff

In Favour 13 Cllrs Hollingshead, Barratt, Brown, Budd, Daultrey, Dibben, Elmendorff, Heritage, Loader, Salkeld, Smith, Williams and Yeo

Against 0

Abstentions 0

MOTION CARRIED

FC67 Declarations of Interest

Officer report 0926FC2 was received. It was **NOTED** that Councillors should declare any interests if they arise.

FC68 To approve the minutes of the Full Council meeting held on 18th August and the Extraordinary Full Council meeting held on 1st September 2026

Officer report 0926FC3 was received and it was **RESOLVED** to approve the minutes of the Full Council meeting held on 18th August 2026.

Proposed by Cllr Elmendorff and Seconded by Cllr Heritage

In Favour 12 Cllrs Hollingshead, Barratt, Budd, Daultrey, Dibben, Elmendorff, Heritage, Loader, Salkeld, Smith, Williams and Yeo

Against 0

Abstentions 1 Cllr Brown

MOTION CARRIED

It was **RESOLVED** to approve the minutes of the Extraordinary Full Council meeting held on 1st September 2026, with the change made to the voting record for all three items under Minute ref FC64 to show that Cllr Hollingshead was not present for the voting.

Proposed by Cllr Barratt and Seconded by Cllr Elmendorff

In Favour 10 Cllrs Hollingshead, Barratt, Budd, Daultrey, Dibben, Elmendorff, Heritage, Loader, Salkeld and Smith

Against 1 Cllr Yeo
Abstentions 2 Cllrs Brown and Williams

MOTION CARRIED

FC69 To receive a report for information to Full Council

Officer report 0926FC4 was received and **NOTED**.

Civic Report – included as a link within the agenda.

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

Cllr Beer reported that, although a problem, parked cars do slow traffic down and it will make it safer for children.

Cllr Brown asked about missed waste collections. Shaftesbury depot is the worst performing depot in the county and enquired what is being done about it. Cllr Beer wasn't aware of missed collections, most of these would be due to vehicle break down.

Other Reports – None

Local Organisation Reports - None

FC70 To receive and note minutes of and/or to determine recommendations by committees

Officer report 0926FC5 was received and the SuSAC, P&H and MAC minutes were received and noted.

FC70a Sustainable Shaftesbury Working and Advisory Committee

Cllr Heritage queried the reasons behind declaring Shaftesbury a Butterfly friendly town. The Chair of SuSAC reported that it complements the existing Sustainable Shaftesbury policies.

Cllr Williams queried if any town council office resources will be required for declaring Shaftesbury a Butterfly friendly town. The Chair of SuSAC confirmed that no resources will be required from the town council.

SuS15 To consider Committee membership

It was **RESOLVED** to approve Jamie Medley and Catherine Simmonds joining the Sustainable Shaftesbury Working and Advisory Committee.

Proposed by Cllr Dibben and Seconded by Cllr Heritage

In Favour 13 Cllrs Hollingshead, Barratt, Brown, Budd, Daultrey, Dibben, Elmendorff, Heritage, Loader, Salkeld, Smith, Williams and Yeo

Against 0

Abstentions 0

MOTION CARRIED

SuS16 To review Funding for 2026-2027

It was **NOTED** that £5,000 are requested to be allocated to the Sustainable Shaftesbury Working and Advisory Committee in the 2027-28 budget.

Proposed by Cllr Hollingshead and Seconded by Cllr Elmendorff

In Favour 12 Cllrs Hollingshead, Barratt, Brown, Budd, Daultrey, Elmendorff, Heritage, Loader, Salkeld, Smith, Williams and Yeo

Against 1 Cllr Dibben

Abstentions 0

MOTION CARRIED

Action: Town Clerk

SuS18 To discuss the Sustainable Shaftesbury Vision Statement and Masterplan 2024-2031

It was **RESOLVED** that members will consider supporting a proposal put forward by the Sustainable Shaftesbury Working and Advisory Committee that Shaftesbury declares itself to be a Butterfly friendly town.

Proposed by Cllr Yeo and Seconded by Cllr Dibben

In Favour 12 Cllrs Hollingshead, Barratt, Brown, Budd, Daultrey, Dibben, Elmendorff, Loader, Salkeld, Smith, Williams and Yeo

Against 0

Abstentions 1 Cllr Heritage

MOTION CARRIED

Action: Town Clerk

SuS20 To discuss Dorset Council's Right of Way Improvement Plan 2026-2036 consultation

It was **RESOLVED** to support a multi-user path/cycle way between Shaftesbury and Gillingham.

Proposed by Cllr Hollingshead and Seconded by Cllr Yeo

In Favour 13 Cllrs Hollingshead, Barratt, Brown, Budd, Daultrey, Dibben, Elmendorff, Heritage, Loader, Salkeld, Smith, Williams and Yeo

Against 0

Abstentions 0

MOTION CARRIED

Action: Town Clerk

SuS21 To discuss Dorset Conference of the Parties (COP) 2026

It was **RESOLVED** to approve for the Sustainable Shaftesbury Working and Advisory Committee to deliver a workshop and/or exhibit on the Green Wheel Project/Nature Friendly Town at Dorset

COP 26 taking funds of £25 for a 6ft table from budget line Reserves & Projects – Sustainable Shaftesbury (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Yeo and Seconded by Cllr Dibben

In Favour 12 Cllrs Hollingshead, Barratt, Budd, Daultrey, Dibben, Elmendorff, Heritage, Loader, Salkeld, Smith, Williams and Yeo

Against 1 Cllr Brown

Abstentions 0

MOTION CARRIED

Action: Town Clerk

FC71 To approve payments and receive financial reports

Cllr Yeo PROPOSED that traffic surveys are commissioned to evaluate the impact on the Bus Gate. A discussion was held that this cannot be voted on as it is not an agenda item and will have to be put forward to either the next Planning & Highways committee meeting or an Extraordinary Full Council meeting.

Officer report 0926FC6 was received and the [list of payments](#), income and expenditure records and general reserves balance were received and **NOTED**.

As per Financial Regulations section 2.6, the August bank reconciliation was signed by Cllr Salkeld.

It was **RESOLVED** to approve the payment to Farnfields Solicitors of £6,321 + VAT and to James Hallam Insurance Broker of £9,150 (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Hollingshead and Seconded by Cllr Loader

In Favour 11 Cllrs Hollingshead, Barratt, Budd, Daultrey, Dibben, Elmendorff, Heritage, Loader, Salkeld, Smith and Williams

Against 1 Cllr Yeo

Abstentions 1 Cllr Brown

MOTION CARRIED

Shaftesbury Town Council
BALANCE SHEET
31/03/2027

(Last) Year Ended
31 Mar 2026

(Current) Year Ended
31 Mar 2027

£	CURRENT ASSETS	£
	Stocks and stores	
	Work in progress	
7,759.06	Debtors (Net of provision for doubtful debts)	
9,881.62	Prepayments	
	Temporary lendings (investments)	
28,037.50	VAT	16,048.37
	BANK BALANCES	
58,334.10	NatWest Current Account	213,782.89
102,717.00	CCLA Deposit Account	102,717.00
177,314.00	Cambridge & Counties Bank	177,314.00
100.00	Lido Petty Cash	100.00
7,214.60	STC Mampitts Account	45,423.88
0.00	Petty Cash	0.00
0.00	Nationwide	0.00
345,679.70	TOTAL BANKS	539,337.77
391,357.88	TOTAL ASSETS	588,677.65
	CURRENT LIABILITIES	
9,676.95	Creditors	0.00
0.00	Receipts in Advance	0.00
15,713.00	Accruals	0.00
0.00	VAT	0.00
25,389.95	TOTAL LIABILITIES	0.00
<u>365,967.93</u>	NET ASSETS	<u>588,677.65</u>

135,739.49

Represented by:
General fund Balance

139,056.24

FC72 To approve placement fees for agency employees

Cllr Dibben raised concerns that Shaftesbury Town Council does not have a Human Resources committee.

Officer report 0926FC7 was received and members **NOTED** the Town Clerk is to make job offers to the two agency caretakers.

It was **RESOLVED** to approve expenditure of £4,300.20 + VAT to be taken from budget line - Staff Recruitment (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Hollingshead and Seconded by Cllr Yeo

In Favour 13 Cllrs Hollingshead, Barratt, Brown, Budd, Daultrey, Dibben, Elmendorff, Heritage, Loader, Salkeld, Smith, Williams and Yeo

Against 0

Abstentions 0

MOTION CARRIED

Action: Town Clerk

Cllr Elmendorff left the meeting at 7.57pm and returned at 7.59pm.

FC73 To establish a Projects and Asset Committee

Officer report 0926FC8 was received and noted.

It was **RESOLVED** to establish a new standing committee of the Council, to be called the 'Projects and Assets Committee', to take the calendar place of the current Mampitts Advisory Committee which would become a working group of the Projects and Assets Committee.

Proposed by Cllr Daultrey and Seconded by Cllr Dibben

In Favour 12 Cllrs Hollingshead, Barratt, Brown, Budd, Daultrey, Dibben, Elmendorff, Heritage, Loader, Salkeld, Smith and Williams

Against 0

Abstentions 1 Cllr Yeo

MOTION CARRIED

Action: Town Clerk

It was **RESOLVED** that a Terms of Reference be brought to the next Full Council for approval and that membership of the committee is agreed at next Full Council, with the first Projects and Assets Committee meeting taking place on 10th November 2026.

Proposed by Cllr Barratt and Seconded by Cllr Elmendorff

In Favour 13 Cllrs Hollingshead, Barratt, Brown, Budd, Daultrey, Dibben, Elmendorff, Heritage, Loader, Salkeld, Smith, Williams and Yeo

Against 0

Abstentions 0

MOTION CARRIED

Action: Town Clerk

FC74 To commission the services of consultants to develop a Strategic Funding and Investment Programme

Officer report 0926FC9 was received and noted.

It was **RESOLVED** that two further quotes are being sought for this service (either as a package or individual services) and that this item is being brought back to October Full Council.

Proposed by Cllr Williams and Seconded by Cllr Yeo

In Favour	12	Cllrs Hollingshead, Barratt, Brown, Budd, Daultrey, Elmendorff, Heritage, Loader, Salkeld, Smith, Williams and Yeo
Against	1	Cllr Dibben
Abstentions	0	

MOTION CARRIED

Action: Town Clerk

FC75 To approve urgent tree works

Officer report 0926FC10 was received and noted.

It was **RESOLVED** to approve the urgent works to trees T19 Tout Hill at £2,800 + VAT, T2 Pine Walk at £3,600 + VAT and T47 Pine Walk at £10,200 + VAT with funds taken from budget line Tree Works.

Members **NOTED** the urgent works to 2 Ash trees at Jeanneau Close at £675 + VAT with funds taken from budget line Tree Works noting the overspend on this budget line (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Yeo and Seconded by Cllr Loader

In Favour	12	Cllrs Hollingshead, Barratt, Brown, Budd, Daultrey, Dibben, Elmendorff, Heritage, Loader, Salkeld, Smith and Yeo
Against	0	
Abstentions	1	Cllr Williams

MOTION CARRIED

Action: Town Clerk

FC76 Clerk's Report including correspondence and progress report on Full Council business

FC76a Officer report 0926FC11.1 was received and **NOTED**.

Lido glulam beams replacement and roof works

The contractor for the works has been commissioned, risk assessments undertaken and insurances provided. The work is due to commence on 1st October and scheduled to be complete by the end of the month.

Youth Club building assessment

At the time of publication of the agenda, an updated structural survey and building conditions report was awaited. These have now been received.

Separately, a review of the council's (now lapsed) lease with the Youth Club trustees has started.

Barton Hill store

As resolved at last Full Council, a survey of the concrete plinth has been commissioned. An exploratory meeting with potential building contractors is in hand. A meeting with the bowling club has reached agreement in principle of works to separate the existing store (at point of destruction) and make good the bowling club building.

Mampitts Hub

All legal contracts are now in place; work commenced on site on 14th September and monthly site visits for the project team are scheduled. Organised visits for Councillors to see progress will be arranged. Councillors are reminded that any visits to the site need to be pre-arranged and with the permission of the Town Clerk and our contracts administrator.

Maple Road play area

A draft agreement from Persimmon has now been received and is being reviewed by STC solicitors. Agreement has been reached with Persimmon for them to replace x9 dead trees at the site. Once the draft agreement has been agreed in principle, a schedule of works to make good any defects will be established and agreed before site transfer.

Councillor Yeo censure notice

As per the resolution at the Extraordinary Full Council meeting of 1st September 2026, a [formal censure notice](#) has been sent to Councillor Yeo.

FC76b Officer report 0926FC11.2 was received and **NOTED**.

1. Renew Shaftesbury Maces Loan Agreement with British Museum

It was **PROPOSED** to engage with the Gold Hill Museum to undertake due diligence for insurance and storage and that this will be brought back to Full Council. The Town Council's insurers would also have to be consulted.

Cllr Yeo **PROPOSED** an amendment to find a secure storage area within the Town Council building, having a secure safe installed. This was **NOT SECONDED**.

It was **RESOLVED** to engage with the Gold Hill Museum to undertake due diligence for insurance and storage and that this will be brought back to Full Council. The Town Council's insurers would also have to be consulted.

Proposed by Cllr Brown and Seconded by Cllr Barratt

In Favour	10	Cllrs Barratt, Brown, Budd, Daultrey, Dibben, Elmendorff, Loader, Salkeld, Smith and Williams
Against	1	Cllr Yeo
Abstentions	2	Cllrs Hollingshead and Heritage

MOTION CARRIED

Action: Town Clerk

2. Renew Health and Safety provision

It was **RESOLVED** to delegate authority to the Responsible Financial Officer (RFO) to renew the contract with WireHouse at a cost of £1,776 + VAT a year, taking funds from budget line Legal and Professional fees (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Williams and Seconded by Cllr Daultrey

In Favour	12	Cllrs Hollingshead, Barratt, Brown, Budd, Daultrey, Elmendorff, Heritage, Loader, Salkeld, Smith, Williams and Yeo
Against	1	Cllr Dibben
Abstentions	0	

MOTION CARRIED

Action: RFO

There being no further business, the meeting was closed at 8.27pm.

These minutes were adopted on *DD/MM/YY* under minute reference *FC* as a true record of the decisions taken and are duly signed below by the chair of that meeting.