SHAFTESBURY TOWN COUNCIL

Minutes of the Full Council Meeting held at 7pm on Tuesday 20th October 2026 in the Council Chamber, Shaftesbury Town Hall

Members Summoned and Present: Cllrs Hollingshead (Chair), Barratt, Brown (arrived at 7.16pm), Daultrey, Dibben, Edwyn-Jones (Vice-Chair), Elmendorff (arrived at 7.02pm), Heritage, Philpott, Salkeld, Williams and Yeo

Absent: Cllrs Budd, Loader and Smith

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:

- Support of pump track – it is something for the whole family. Currently using the one in Stalbridge, there is another one in Henstridge and one has just been built in Salisbury.
- Ever expanding town, with new houses and lots of children. They need to be offered outside activities and therefore a pump track would be beneficial.
- Richard Thomas spoke about the Green Wheel project, which is making significant progress and recognised by various bodies. Been asked to be a case study for Dorset Council's Local Nature Recovery Strategy.

  On 14 November, the Green Wheel group will be delivering its second workshop and presentation as part of the fourth annual Dorset COP at Kingston Maurward College near Dorchester.

  In addition. STC has been nominated for NALC's Climate Response of Year award 2026.

  He reiterated comments made on P&H 6th October, several items on this agenda relate to nature recovery. This council has long standing policies relating to Biodiversity, Allotments and Wildflowers, the Shaftesbury Tree Plan and Orchard Town declaration.
- Bernard Ede spoke about Redrow development. Barrat Redrow have agreed to comply and deliver the scheme as designed in the planning consent, however, there seems to be confusion as to which drawings were approved. There is no update in regard to Enforcement procedure. Request for DC Cllrs Jeanes, Bartlett and Ireland to fulfil their promise to follow this up.

The meeting commenced at 7.08pm.

DRAFT

Due to members of the public in attendance the chairman has changed the agenda to bring agenda item no 4 forward.

FC80 Apologies

Officer report 1026FC1 was received and it was **RESOLVED** to accept apologies from Cllrs Budd, Loader and Smith.

Proposed by Cllr Barratt and Seconded by Cllr Elmendorff

In Favour	11	Cllrs Hollingshead, Barratt, Daultrey, Dibben, Edwyn-Jones, Elmendorff, Heritage, Philpott, Salkeld, Williams and Yeo
Against	0	
Abstentions	0	

MOTION CARRIED

FC81 Declarations of Interest

Officer report 1026FC2 was received. It was **NOTED** that Councillors should declare any interests if they arise.
Cllr Heritage declared an interest in agenda item 11.2.5 as a member of the Dorset Archive Trust.
Cllr Barratt declared an interest in agenda item 11.2.3 as member of the museum.
Cllr Brown declared an interest in agenda item 11.2.5 as a Dorset Councillor.

FC82 To receive a presentation from Wincombe Recreation Ground users regarding a request to install a BMX pump track

Officer report 1026FC4 was received.

Cllr Yeo introduced the presentation presented in the agenda.
Mr Rose gave further details about the positive elements of a track and advised that he built tracks professionally for the last 15 years.
A small gravel track would cost around £6,000, with tarmac being more expensive, around £30,000.
Cllr Heritage asked about planting of the areas that are not the actual track. Planting in the centre of the track does not work as it'll overgrow the actual track.
Cllr Daultrey spoke about fencing of the area, which would be better for dogs and small children not entering, however this is an added expense.
Cllr Edwyn-Jones asked how long it would take to build a track. It would take around 3 weeks.
Cllr Elmendorff asked about the maintenance. Very little if it is tarmac, possibly once a year.
Cllr Williams asked why Wincombe Rec was proposed as a location over anywhere else. Cllr Yeo said that Wincombe is the biggest park with the most visitors and it should be part of the improvements to Wincombe Rec. Mr Rose had not visited any other parks and could not comment.

Cllr Brown arrived at the meeting at 7.16pm.

DRAFT

FC83 To approve the minutes of the Full Council meeting held on 15th September and the Extraordinary Full Council meeting held on 29th September 2026

Officer report 1026FC3 was received and it was **RESOLVED** to approve the minutes of the Full Council meeting held on 15th September 2026 and of the Extraordinary Full Council meeting held on 29th September 2026.

Proposed by Cllr Elmendorff and Seconded by Cllr Heritage

In Favour	8	Cllrs Hollingshead, Barratt, Daultrey, Dibben, Elmendorff, Heritage, Philpott and Salkeld
Against	0	
Abstentions	4	Cllrs Brown, Edwyn-Jones, Williams and Yeo

MOTION CARRIED

FC84 To receive a report for information to Full Council

Officer report 1026FC5 was received and **NOTED**.

Civic Report – included as a link within the agenda.

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

Cllr Heritage enquired about the update from Cllr Beer regarding the Band Hall. Cllr Edwyn-Jones reported that they have raised money themselves and did not ask the town council for funds.

Other Reports – CAB report included as link within the agenda.

Cllr Philpott spoke about the report submitted with the agenda. Dorset Council have started charging the CAB £2,000pa for the use of the library.

The Town Clerk to get in touch with the CAB for the possibility to make use of the Mampitts Hub and will inquire with Dorset Council if they charge other CAB's across Dorset.

Cllr Philpott asked if a thank you can be sent to the Carnival. The chair reported that he has already sent a thank you and congratulations to the Carnival.

Local Organisation Reports - None

FC85 To receive and note minutes of and/or to determine recommendations by committees

Officer report 1026FC6 was received and the P&H, SSAC and MAC minutes were received and noted.

FC85a Mampitts Advisory Committee

MAC28 To contract the service of a tender procurement expert to assist with the café tender

It was **RESOLVED** to engage with the procurement consultant (Kennall Consulting) approving expenditure of up to £2,400 + VAT for expert procurement support for the café tender taking funds from budget line EMR Mampitts.

DRAFT

Proposed by Cllr Williams and Seconded by Cllr Edwyn-Jones

In Favour	11	Cllrs Hollingshead, Barratt, Brown, Daultrey, Dibben, Edwyn-Jones, Elmendorff, Heritage, Philpott, Salkeld, Williams and Yeo
Against	0	
Abstentions	1	Cllr Yeo

MOTION CARRIED

MAC29 To consider the proposed café tender process noting amendments to the Operating Plan

It was **RESOLVED** to approve for officers to initiate the tender process following the proposed timeline with extending the deadline to January 2027 for tender closure.

Proposed by Cllr Hollingshead and Seconded by Cllr Daultrey

In Favour	12	Cllrs Hollingshead, Barratt, Brown, Daultrey, Dibben, Edwyn-Jones, Elmendorff, Heritage, Philpott, Salkeld, Williams and Yeo
Against	0	
Abstentions	0	

MOTION CARRIED

It was **RESOLVED** to approve the evaluation panel consisting of Town Clerk and Deputy Town Clerk and two members of MAC/Mampitts Working Group to be appointed at a later stage

Proposed by Cllr Edwyn-Jones and Seconded by Cllr Elmendorff

In Favour	11	Cllrs Hollingshead, Barratt, Brown, Daultrey, Dibben, Edwyn-Jones, Elmendorff, Heritage, Philpott, Salkeld and Williams
Against	0	
Abstentions	1	Cllr Yeo

MOTION CARRIED

Action: Town Clerk

FC86 To approve payments and receive financial reports

Officer report 1026FC7 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 September bank reconciliation was signed by Cllr Yeo.

It was **RESOLVED** to approve the payment to A Hammond & Sons Ltd of £117,867.65 + VAT and to Giraffe Engineering of £5,200 + VAT (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

DRAFT

Proposed by Cllr Williams and Seconded by Cllr Heritage

In Favour 11 Cllrs Hollingshead, Barratt, Brown, Daultrey, Dibben, Edwyn-Jones, Elmendorff, Heritage, Philpott, Salkeld and Williams

Against 1 Cllr Yeo

Abstentions 0

MOTION CARRIED

20 October 2026 (2026-2027)

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		55,692.90
	BANK BALANCES		
58,334.10	NatWest Current Account	571,642.12	
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	105,846.35	
0.00	Petty Cash	0.00	
0.00	Nationwide	0.00	
345,679.70	**TOTAL BANKS**		957,619.47
391,357.88	**TOTAL ASSETS**		**1,013,312.37**
	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**
365,967.93	**NET ASSETS**		**1,013,312.37**
	Represented by:		
135,739.49	General fund Balance		485,527.09
	Reserves:		

FC87 To adopt an amended Scheme of Delegation that incorporates Terms of Reference for the Projects and Assets committee

Officer report 1026FC8 was received and **NOTED.**

It was **RESOLVED** to adopt the amended Scheme of Delegation to incorporate Terms of Reference for the Projects and Assets committee.

Cllr Philpott PROPOSED an amendment that the committee cannot spend more than £30,000 within a three-month period. This was NOT SECONDED.

Proposed by Cllr Edwyn-Jones and Seconded by Cllr Elmendorff

In Favour	10	Cllrs Hollingshead, Barratt, Brown, Daultrey, Dibben, Edwyn-Jones, Elmendorff, Heritage, Salkeld, Williams
Against	2	Cllr Philpott and Yeo
Abstentions	0	

MOTION CARRIED

Action: Town Clerk

FC88 To commission consultants to develop a Strategic Funding and Investment Plan

Officer report 1026FC9 was received and noted.

It was **RESOLVED** to commission Supplier A (Jackie George and Jola Associates) to provide a Strategic Funding and Investment Plan with their proposal to provide 9 days of work at a total cost of £4,500 + VAT with funds being taken equally from budget line EMR Town Hall Refurbishment and EMR Youth Club (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Heritage and Seconded by Cllr Dibben

In Favour	12	Cllrs Hollingshead, Barratt, Brown, Daultrey, Dibben, Edwyn-Jones, Elmendorff, Heritage, Philpott, Salkeld, Williams and Yeo
Against	0	
Abstentions	0	

MOTION CARRIED

Action: Town Clerk

FC89 To note the update from the Grounds Contractor

Officer report 1026FC10 was received and **NOTED**.

Cllr Williams spoke about the bramble patch along Coppice Street and would like for this to remain.

Cllr Heritage spoke about the Lido gardens and requested for this item to be added to the next SSAC agenda.

The comments on Gold Hill were noted, and it was requested for this to be a future FC agenda item.

Cllr Brown requested that the first cut of the season is undertaken before the tourist season. He also spoke about the verges being managed in line with public feedback.

Cllr Daultrey spoke about memorial gardens to be introduced.

DRAFT

Cllr Yeo said that there are already memorial gardens and he also spoke about a meeting held previously about the verges.

Richard Thomas spoke that SuSAC is in contact with the grounds contractor.

Cllr Dibben spoke about the 4th pond on Castle Mound and that hedges could have been laid instead of it being cut down completely when the view was opened up.

FC90 Clerk's Report including correspondence and progress report on Full Council business

FC90a Officer report 1026FC11.1 was received and **NOTED**.

External Audit for 2025/26 – completed with no matters arising.

CCTV update - Overall, the CCTV network remains a useful tool for evidence gathering and public reassurance within the town centre, although its effectiveness is somewhat constrained by camera locations, vegetation growth and occasional signal issues.

Football Club sinking fund – latest statement received and shortfall will be addressed by increasing monthly payments

Lido Beams - The work is expected to be completed by the end of October, with the Lido due to reopen for cold water swimming on 4 November.

Barton Hill Store - Quotes are being sought for different options and these and a recommendation to take to tender will be included in November's Projects and Assets Committee meeting.

Mampitts Hub construction - The project remains on schedule, with site fencing and tree protection measures in place. Car park construction is nearing completion, and piling works for the building have been completed. No incidents, accidents or site-related complaints have been reported. Community engagement has included letters to nearby residents and social media updates. Key upcoming milestones are scaffold erection (week commencing 9 November) and timber frame installation (week commencing 16 November).

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.

Community Asset Transfer - Meles Mead, East Green and the Rickyard - Following the Community Asset Transfer application of these three sites to Dorset Council and their subsequent approval, proposed Heads of Terms for the asset transfer have been received. STC solicitors and DC solicitors are in contact to finalise these.

Town Council Maces - A one-year lease agreement with the option to have the Maces returned with one months' notice has been agreed and signed with the British Museum. A meeting with the Gold Hill Museum trustees to undertake due diligence for insurance and storage has been sought and once the implications for all parties are known, a recommendation will come to Full Council.

DRAFT

FC90b Officer report 1026FC11.2 was received and **NOTED**.

1. To adopt a Boundary Tree Management Policy

It was **RESOLVED** to approve the Boundary Tree Management policy.

Proposed by Cllr Elmendorff and Seconded by Cllr Heritage

In Favour	12	Cllrs Hollingshead, Barratt, Brown, Daultrey, Dibben, Edwyn-Jones, Elmendorff, Heritage, Philpott, Salkeld, Williams and Yeo
Against	0	
Abstentions	0	

MOTION CARRIED

Action: Town Clerk

2. To review and consider the Town Council's cemetery charges

It was **RESOLVED** that the cemetery charges are automatically raised with the Consumer Price Index every April.

Proposed by Cllr Dibben and Seconded by Cllr Yeo

In Favour	12	Cllrs Hollingshead, Barratt, Brown, Daultrey, Dibben, Edwyn-Jones, Elmendorff, Heritage, Philpott, Salkeld, Williams and Yeo
Against	0	
Abstentions	0	

MOTION CARRIED

Action: Town Clerk

3. To consider authorising works to the Byzant

It was **RESOLVED** to pay for the repairs of the Byzant of up to £500 taking funds from budget Civic/Ceremonial and to revise the terms of the agreement with the Gold Hill Museum to secure the town council's ownership in the future. (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Proposed by Cllr Yeo and Seconded by Cllr Williams

In Favour	10	Cllrs Hollingshead, Daultrey, Dibben, Edwyn-Jones, Elmendorff, Heritage, Philpott, Salkeld, Williams and Yeo
Against	0	
Abstentions	2	Cllrs Barratt and Brown

MOTION CARRIED

Action: Town Clerk

DRAFT

4. To confirm that Mulberry LAS are independent of the council and to note the internal audit

It was **RESOLVED** to confirm the independence of Mulberry LAS internal auditor to Shaftesbury Town Council and to note the interim internal audit.

Proposed by Cllr Hollingshead and Seconded by Cllr Dibben

In Favour	12	Cllrs Hollingshead, Barratt, Brown, Daultrey, Dibben, Edwyn-Jones, Elmendorff, Heritage, Philpott, Salkeld, Williams and Yeo
Against	0	
Abstentions	0	

MOTION CARRIED

Action: Town Clerk

5. To consider a funding request from Dorset History Centre

It was proposed by Cllr Yeo and seconded by Cllr Edwyn-Jones to contribute to the Dorset History Centre project by donating £1,000 taking funds from budget Community Grants in 2027/28. This motion was withdrawn.

It was **RESOLVED** to note the application and for the Town Clerk to write to the History centre to seek further clarification on funds required and what the town council receives in return. The History Centre will be invited to take part in the town councils grants process in 2027.

Proposed by Cllr Williams and Seconded by Cllr Dibben

In Favour	10	Cllrs Hollingshead, Barratt, Brown, Daultrey, Edwyn-Jones, Elmendorff, Philpott, Salkeld, Williams and Yeo
Against	0	
Abstentions	2	Cllrs Dibben and Heritage

MOTION CARRIED

Action: Town Clerk

There being no further business, the meeting was closed at 8.51pm.

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.

DRAFT