SHAFTESBURY TOWN COUNCIL

Minutes of the Projects and Assets Committee meeting held at 7pm on Tuesday 10th November 2026 in the Council Chamber, Shaftesbury Town Hall

Members Summoned and Present: Cllrs Barratt, Daultrey, Dibben, Edwyn-Jones, Heritage, Hollingshead, Philpott, Salkeld, Smith, Williams and Yeo (arrived at 7.01pm)

Absent: Cllrs Brown, Budd, Elmendorff and Loader

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

In Attendance: Press (1), Members of the public (2), Online (0)

Link to agenda

Cllr Hollingshead, as Chair of Council opened the meeting.

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:

- Member of SuSAC spoke about the former Lloyds building and its potential uses as a community hub, including a Sustainable Fashion Hub, repair café and youth council meetings. She highlighted growing interest in sustainable fashion across Dorset through work with the Dorset Sustainable Fashion Week Hub.
- Cllr Barratt read out an email received from interested parties, also talking about the use of the former Lloyds building providing various Art spaces.

The meeting commenced at 7.04pm.

PAC01 To elect a Chairman and Vice-Chairman for the remainder of 2026/27

Officer report 1126PAC1 was received.

Cllr Williams nominated Cllr Daultrey, which was seconded by Cllr Edwyn-Jones.

Cllr Yeo nominated Cllr Dibben, which was seconded by Cllr Salkeld.

It was **RESOLVED** to elect Cllr Daultrey as Chair of the Projects and Assets Committee for the remainder of 2026/27.

Proposed by Cllr Williams and Seconded by Cllr Edwyn-Jones

In Favour	10	Cllrs Barratt, Daultrey, Dibben, Edwyn-Jones, Heritage, Hollingshead, Philpott, Salkeld, Smith, Williams
Against	1	Cllr Yeo
Abstentions	0	

DRAFT

MOTION CARRIED

It was **RESOLVED** to elect Cllr Williams as Vice-Chair of the Projects and Assets Committee for the remainder of 2026/27.

Proposed by Cllr Hollingshead and Seconded by Cllr Barratt

In Favour	9	Cllrs Barratt, Daultrey, Edwyn-Jones, Heritage, Hollingshead, Philpott, Salkeld, Smith and Williams
Against	1	Cllr Yeo
Abstentions	1	Cllr Dibben

MOTION CARRIED

Cllr Daultrey left the meeting at 7.09pm due to feeling unwell and Cllr Williams continued to chair the meeting.

PAC02 To confirm membership of the Projects and Assets committee

Officer report 1126PAC2 was received and it was **RESOLVED** that Cllrs Barratt, Brown, Daultrey, Dibben, Edwyn-Jones, Elmendorff, Heritage, Hollingshead, Loader, Philpott, Salkeld, Smith, Williams and Yeo are members of the PAC.

Proposed by Cllr Dibben and Seconded by Cllr Yeo

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

MOTION CARRIED

Action: Town Clerk

Post Meeting Note: Due to work commitments Cllr Budd has opted out of this committee.

PAC03 Apologies

Officer report 1126PAC3 was received and it was **RESOLVED** to accept apologies from Cllr Brown.

Proposed by Cllr Edwyn-Jones and Seconded by Cllr Heritage

In Favour	9	Cllrs Barratt, Dibben, Edwyn-Jones, Heritage, Hollingshead, Philpott, Salkeld, Smith and Williams
Against	1	Cllr Yeo
Abstentions	0	

MOTION CARRIED

DRAFT

PAC04 Declarations of Interest

Officer report 1126PAC4 was received. It was **NOTED** that Councillors should declare any interests if they arise.

PAC05 To note the results of the Wincombe Recreation Ground Renewal Consultation and resolve next steps

Officer report 1126PAC5 was received and noted. A presentation was shared at the meeting.

It was **RESOLVED** to not proceed with Option A – a complete replacement of the existing park.

Proposed by Cllr Dibben and Seconded by Cllr Yeo

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

MOTION CARRIED

It was **RESOLVED** to delegate authority to officers to obtain quotations for Options B-F and report firm costs to the December Projects & Assets Committee.

Proposed by Cllr Edwyn-Jones and Seconded by Cllr Hollingshead

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

MOTION CARRIED

Action: Town Clerk

PAC06 To note the progress on the Barton Hill workshop replacement project

Officer report 1126PAC6 was received and noted.

It was PROPOSED by Cllr Yeo and SECONDED by Cllr Edwyn-Jones to request for costed options for both a one and two storey building, both for metal and timber framed and for this to be brought back to the committee for December.

In Favour	5	Cllrs Barratt, Dibben, Edwyn-Jones, Philpott and Yeo
Against	5	Cllrs Heritage, Hollingshead, Salkeld, Smith and Williams
Abstentions	0	

Cllr Williams used his casting vote.

MOTION NOT CARRIED

DRAFT

It was **RESOLVED** to request for Full Council to budget £45k in the 2027/28 budget for budget line EMR Barton Hill to enable completion of the project, allowing for some contingency in respect of the timber and metal option.

Proposed by Cllr Hollingshead and Seconded by Cllr Dibben

In Favour	7	Cllrs Dibben, Edwyn-Jones, Heritage, Hollingshead, Philpott, Smith and Williams
Against	1	Cllr Yeo
Abstentions	2	Cllrs Barratt and Salkeld

MOTION CARRIED

Action: Full Council

PAC07 To receive and consider the proposed project plan from the appointed consultants for the Town Hall renovation project

Officer report 1126PAC7 was received and **NOTED**.

It was **RESOLVED** to

(1) endorse a phased and evidence led approach to developing the project, recognising that its final scope, cost, affordability and funding route have not yet been determined.

(2) undertake the agreed funding readiness review, cases for support, project roadmaps, funding research and prioritised action plan.

Proposed by Cllr Edwyn-Jones and Seconded by Cllr Heritage

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

MOTION CARRIED

Action: Town Clerk

PAC08 To consider instigating a project reviewing linking the former Lloyds building and Town Hall repurposing (Members Motion Cllr Dibben)

Officer report 1126PAC8 was received and noted.

It was PROPOSED to instigate a project reviewing linking the former Lloyds building and Town Hall repurposing. The appraisal includes:

(1) Receive and assess the owner's forthcoming written offer, recognising the indication of a three-year rent-free period to establish the proposed uses and permission to sublet. Clarify the lease terms, commencement of that period, repair responsibilities and conditions of occupation.
(2) Develop an accommodation brief for Council functions that could move to Lloyds, the two prospective occupiers and other compatible uses. Identify alterations, accessibility improvements and building services, distinguishing the owner's restoration works from the Council's proposed adaptation works.

DRAFT

(3) Prepare a phased financial appraisal for Lloyds and the linked Town Hall works, identifying costs, owner contributions, eligible Council resources, potential grants and other external funding. Assess rents, solar benefits, operating costs and the remaining funding gap. Examine suitable Public Works Loan Board borrowing, including repayments, precept implications and resilience to lower income or higher costs. Test affordability during and after the rent-free period.
(4) Identify how agreed relocation to Lloyds could release Town Hall space, and assess its repurposing, alterations and income opportunities. Develop a coordinated sequence that maintains Council services and identifies the decisions required at each stage.
(5) Engage prospective occupiers, existing users and other relevant stakeholders. Consider how the proposed Open Door stakeholder arrangements could support this work, subject to separate agreement on their remit, membership and reporting arrangements.
(6) Agree with the Town Clerk a coordinating officer, work programme and initial reporting date. Identify necessary professional advice and propose a proportionate allocation from the Committee's agreed £30,000 budget, considering its wider programme and commitments. Commissions shall have defined costs and deliverables and follow financial regulations and

Proposed by Cllr Dibben and Seconded by Cllr Yeo

In Favour	1	Cllr Dibben
Against	7	Cllrs Barratt, Edwyn-Jones, Hollingshead, Philpott, Salkeld, Smith and Yeo
Abstentions	2	Cllrs Heritage and Williams

MOTION NOT CARRIED

Action: Town Clerk

PAC09 To consider investigating building a joint Community building for Youth and Band with a 400 seat hall (Members Motion Cllr Dibben)

Officer report 1126PAC9 was received and noted.

It was PROPOSED to investigating building a joint Community building for Youth and Band with a 400 seat hall, which includes to

1. Develop an agreed accommodation brief with the Youth Club and Town Band, and invite the Football Club, Shaftesbury Arts Centre and Bowling Club to identify opportunities to extend their services. This shall include football changing and shower facilities, including provision for women and girls, potential performance and arts use, and the Bowling Club's ambition for an indoor rink.
2. Test the site capacity and layout, including hall capacity, retractable seating options, accessibility, acoustics, storage and simultaneous use. Assess the indoor rink's space and technical requirements with the Bowling Club, including whether it can be accommodated within the shared scheme or requires linked or separate provision.
3. Appraise an insulated, weather-tight building shell with solar provision as the first construction stage, followed by shared services and phased internal fit-out. Compare this with refurbishment and other replacement options using current survey evidence, whole-life costs and continuity of existing services.
4. Identify eligible Council project funds that could be coordinated, separately restricted S106 contributions, potential grants and provider fundraising. Prepare focused funding discussions or seminars with the participating organisations and seek appropriate support from Dorset Council

5. Agree with the Town Clerk a named coordinating officer, a programme for consultation, costing and funding assessment, and a date for an initial progress report to the Committee identifying outstanding information and decisions needed.

6. Report to Full Council with the preferred option, costed phases, funding gap, ownership and operating arrangements, key dependencies and a realistic timetable. Additional surveys or specialist work requiring further approval shall be separately costed. Construction, contracts and funding reallocations shall remain subject to subsequent Council approval.

Proposed by Cllr Dibben and Seconded by Cllr Yeo

In Favour	2	Cllrs Barratt and Dibben
Against	6	Cllrs Edwyn-Jones, Heritage, Hollingshead, Salkeld, Smith and Yeo
Abstentions	2	Cllrs Philpott and Williams

MOTION NOT CARRIED

Action: Town Clerk

PAC10 To receive a verbal update on the Mampitts Hub project

The verbal update from the Town Clerk was NOTED.

Construction progress remains broadly positive following a meeting with the contractor, architect and quantity surveyor on Monday 9th November.

The completion date has moved by two weeks, with practical completion now expected in mid-July 2027, which remains within the overall programme. Delays are due to changes in window structural tolerances within the timber frame, pushing timber frame installation from November to early December.

Several technical matters are being resolved, including:

- S38 highway adoption agreement for roads outside the building.
- Relocation of a streetlight on Maple Road.
- Amendments to the S104 water/sewer adoption agreement following changes to the foul water connection route.

The café operator tender will be issued next week, with submissions due by 25 January and assessment planned for early February.

Officers are working with the Dorset Family Hub to develop operating arrangements for the facility. A community stakeholder summit is planned for the new year to gather feedback from groups interested in using the building and to help shape operating procedures.

Overall, both the construction programme and operating plan remain on track.

It was **RESOLVED** to extend the meeting by 10 minutes until 9.14pm.

Proposed by Cllr Williams and Seconded by Cllr Heriatge

In Favour	7	Cllrs Barratt, Heritage, Hollingshead, Philpott, Salkeld, Williams and Yeo
Against	3	Cllrs Dibben, Edwyn-Jones and Smith
Abstentions	0	

MOTION CARRIED

DRAFT

There being no further business, the meeting was closed at 9.03pm.

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

DRAFT