



SHAFTESBURY TOWN COUNCIL

Full Council

Minutes of an extraordinary meeting of the Council held in the Council Chamber, High Street, Shaftesbury Dorset SP7 8LY on Tuesday 5th April 2016, commencing at 7.00pm.

Members Present:

Councillor R Tippins (Chair)
Councillor Austin
Councillor Hall
Councillor Lewer
Councillor K Tippins

Councillor Proctor (Vice-Chair)
Councillor Francis
Councillor Jackson
Councillor Taylor

Officers Present:

Stephen Holley, Town Clerk
Claire Commons, Committee Services Officer

Three members of the public

MINUTES

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;

- Shooters Lane. Concern was raised about the overgrowth of sycamore saplings. Concern also to the condition of the retaining wall.
- Community Grants. Clarification was sought as to the value of grant funds available.
- Constitution. Clarification was sought as to which documents would remain in place of the Constitution.
- Brionne Gardens. It was requested that the Council consult with the public before putting forward a motion to Council. Councillor Proctor responded that he had consulted with the Twinning Association, whose members had been unanimous in their support for the motion.
- Fitness Training. Questions were raised in respect of the fitness sessions proposed for Park Walk.

FC159 Apologies

Apologies were received and accepted from Councillor Brown and Perkins due to work commitments and Councillor Todd due to ill health.

FC160 Declarations of Interest and Dispensations

No declarations of interest or request for dispensation had been received. All members were invited to declare any interests throughout the meeting if the need arose.

FC161 Minutes

Following lively debate, it was agreed to defer approval of the minutes of the meeting of the 15th March 2016. Councillor K Tippins was requested to provide her list of suggested amendments, raised at the meeting. However it was **AGREED** that the minutes be amended to include the exact value of the monies remaining for work at Jubilee Steps. (£6,890)

FC162 Payments

Report 0416EFC04 was received. Following lively debate it was **RESOLVED** to approve the payments totalling £48,567.50 from the Town Council's Current Account as detailed in **Appendix A** of these minutes and that the Internal Auditor's advice be sought on the process of electronic payments. It was also agreed to refer the issue of signatories checking salaries payments to the Internal Auditor.

FC163 Predicted End of Year Out-turn and Transfers to the Reserves

Report 0416EFC05 was received. It was **RESOLVED** to transfer remaining funds at the year-end into General Reserves.

FC164 Budget-Setting

Officer report 0416EFC06 was received. Following lively debate it was **RESOLVED** to adopt the budget for 2016/17, subject to members being provided with a detailed breakdown of the salaries budget.

FC165 Internal Auditor Report – Visit 3

Officer report 0416EFC07 was received and it was **RESOLVED** to adopt the findings therein.

FC166 Service Level Agreement - Verges

Officer report 0416EFC08 was received and it was **RESOLVED** to enter into a two-year agreement with Dorset County Council for the cutting of certain highway verges.

FC167 Swimming Pool – Project Plan

Officer report 0416EFC09 was received and it was **RESOLVED**;

1. That the draft Project Plan for the Pool be adopted subject to the deletion of “the Chairman of the Recreation, Open Spaces and Environment Committee”

at 4.1.2 and its replacement by “interested members”, with the pool to be run as a Company limited by guarantee (wholly owned by the Council) registered with the Charities Commission as a charity. The articles of association would state that the board of directors would not be remunerated

2. That Councillor Piers Brown and Lester Taylor serve on the Project Team to deliver the Project Plan and, along with the Town Clerk, also serve as directors of the Company to be set up to run the Swimming Pool.

Officers were urged to set up a bank account at the earliest opportunity.

FC168 Lighting – Gold Hill and St James’ Street

Officer report 0416EFC15 was received. Following a full and frank exchange of views it was Proposed and Seconded that all bulkhead lights be replaced with the new bulkheads and lanterns replaced where no existing bulkhead was placed. With four votes in favour and five votes against, the motion fell. It was Proposed and Seconded to **DEFER** the item to allow further negotiation to take place, with five votes in favour, three against and one abstention, the motion was carried.

8:50 at this point of the meeting Councillor Proctor left.

FC169 Swimming Pool – RLSS Approved Training Centre

Officer report 0416EFC10 was received and the update on the application for the Council to become a RLSS Approved Training Centre was noted. It was **RESOLVED** that the Council adopts the policies required to meet the criteria for the Pool to become a RLSS Approved Training Centre. (*Financial Implication £788 – Swimming Pool budget*)

FC170 Constitution

Officer report 0416EFC11 was received and it was **RESOLVED** to withdraw the Town Council’s constitution, to be replaced with each of its constituent Policies, Procedures and Protocols. The Council would review each of these in due course.

FC171 Railings

Officer report 0416EFC12 was received and it was **RESOLVED** to delegate to the Town Clerk to appoint a contractor to restore the railings and gates at Castle Hill and Queen Mothers Garden, using the circulated specification to a maximum sum of £6,500. (*Financial Implication £6,500 – Railings Project for 2016/17*)

FC172 Requests for Licence to Use the Council’s Land

Officer report 0416EFC13 was received and it was **RESOLVED** to issue a licence to South Street Kitchen for use of the Town Hall forecourt once per week at £20 per time

Members declined permission to Fitness Training on Park Walk but suggested it could relocate to Barton Hill, on the terms outlined in the report.

It was agreed to prepare an update to the Protocol for the Use of Council Land to include use by Fitness Trainers and Personal Trainers for subsequent consideration of approval by the General Management Committee,

FC173 Notices of Motion

Notice of Motion 00012 was received and it was **RESOLVED** that up to £1,000 be released to pay for the professional painting of the old metal play equipment in Ash Close, to include the swings, barriers and metal climbing frame. (*Financial Implication £1,000 Playground Repairs and Maintenance*)

Notice of Motion 00013 was deferred due to Councillor Proctor having left the meeting.

FC174 Officer Report

Officer report 0416EFC16 was received and noted. The Clerk provided an oral report on correspondence subsequently received. Of particular note was the good news that North Dorset District Council had approved the release of £17,500 for the provision of a Multi Active Wall at Barton Hill.

A vote of thanks was extended to Councillor R Tippins for his leadership through the year.

FC175 Next Meeting of Council

It was confirmed that 17th May 2016 was the date of the Annual Meeting of the Council and the evening would be set aside for Election of Chairman and Mayor and Vice-Chairman and Deputy Mayor of the Council for the municipal year 2016/17.

There being no further business, the meeting closed at 9.15pm

Signed

Date

Appendix A

Printed on : 05/04/2016

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At : 12:01

NatWest Current A/c

List of Payments made between 16/03/2016 and 31/03/2016

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
16/03/2016	British Telecommunications	4126289Q00	115.27		Q001KX/British Telecommunicati
17/03/2016	Travis Perkins	012509	15.91		Fence post
24/03/2016	Sage Uk Ltd	20481900/0	130.02		20489100/Sage Uk Ltd
29/03/2016	Plusnet Ltd	2799085-1	18.60		Telephone/broadband Feb
29/03/2016	Ashridge Trees Ltd	NW Card	329.60		Trees ref John Parker Open spa
29/03/2016	Chew Valley Trees Ltd	NWbus.card	282.48	R24	Open spaces trees R24
31/03/2016	Landcare Nursey Ltd	012492	287.62	R24	Open spaces tree planting R24
31/03/2016	Aqua cleaning Services	012493	77.36		Paper towels
31/03/2016	DAPTC	012494	189.15		Managing relationships trainin
31/03/2016	British Gas	012495	216.76		Feb/March
31/03/2016	British Gas	012496	38.61		Final invoice re football club
31/03/2016	Hawes Arborists	012497	300.00		Remove unsafe tree Wincombe
31/03/2016	Reformed Plastics	012498	388.80	R78	Bench Jubilee Steps R78
31/03/2016	DCC Pension Fund	012499	3,750.13		March Salaries
31/03/2016	HMRC	012500	3,428.15		Tax/Ni March Salaries
31/03/2016	March Salaries	ONLINE PAY	11,034.09		March Salaries inc Cllr Allowa
31/03/2016	British Telecommunications	000003	91.55		Charges Jan to May
31/03/2016	Corona Energy	20159781	552.83		Purchase Ledger Payment
31/03/2016	Local World	012501	650.52		Public Budget Meeting BVM
31/03/2016	Lyreco	012502	309.76		Pedestal desk, rubber stamp
31/03/2016	Dorset County Council	012503	962.75		Purchase Ledger Payment
31/03/2016	Toogoods Prperty Co Ltd	012504	2,175.00		Rent for quarter 25/03 to 24/6
31/03/2016	Fideliti	012505	127.72		Childcare Voucher March
31/03/2016	Clarity Copiers Ltd	012506	129.77		Photocopying March
31/03/2016	Wicksteed Leisure Ltd	012507	21,598.80	R71	New play equipment Ash Close
31/03/2016	Royal Life Saving Soc Ltd	012510	230.00		RLSS resgistration pool
31/03/2016	Glasdon UK Ltd	012511	1,129.02		Grit Bins - 1215PH13
31/03/2016	British Gas	012512	7.23		Standing charge Barton Hill
Total Payments			48,567.50		

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