



SHAFTESBURY TOWN COUNCIL

Minutes of a meeting of the General Management Committee held on **Tuesday 1st October 2013**
at 7.25 pm in the Council Chamber.

Present:

Cllr Harvey (Chair)

Cllr Proctor

Cllr Pestell (Vice Chair)

Cllr Cook

Cllr Lewer

In attendance:

Ms Nicola Duke (Town Clerk)

Mrs Claire Commons (Acting Committee Services Officer)

Cllrs Tippins and Steve and 5 members of the public

Public Consultation

There were no members of the public wishing to speak.

01. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hicks due to vacation. Cllr Dibben was suspended from Committees.

02. DECLARATIONS OF INTEREST AND DISPENSATIONS TO PARTICIPATE

Members were provided with the opportunity under the Localism Act 2011 to declare any pecuniary interests or dispensations to participate in the meeting. There were none.

Cllrs Tippins and Steve were invited to sit at the table, it was acknowledged that they did not have voting rights on the committee.

03. FINANCIALS

The list of payments and receipts June – August 2013, reconciled bank balance as at 31st August 2013 and consolidated budget report as at 31st August 2013 had been previously circulated. Cllr Lewer **PROPOSED**, Cllr Pestell **SECONDED** and it was unanimously:

RESOLVED to adopt:

- a) List of payments and receipts June – August 2013
- b) Reconciled bank balance as at 31st August 2013
- c) Consolidated budget report as at 31st August 2013

(Policy 1013/GEM/03a-c) (No financial implication) (Public Sector Equality Duty – due consideration of the duty was given)

- d) Members considered a request from Cllr Pritchard for funding for a charity event. It was **PROPOSED** by Cllr Harvey, **SECONDED** by Cllr Cook and unanimously:

RESOLVED that the Guildhall would be provided free of charge for a charity medieval banquet and that up to £450 be allocated for draw down from the Mayor's Civic Allowance. (Policy 1013/GEM/03) (Statutory Authority – LGA 1972 s145) (Budgetary Provision – up to £450 Civic Allowance) (Public Sector Equality Duty – due consideration of the duty was given)

04. STRATEGIC PLAN

- a) The Clerk spoke regarding the Strategic Plan proposing that the council suspended the plan until December to provide opportunity to focus on administration and budget setting. This was **AGREED**. Cllr Proctor recommended that this time was also taken to adjust the office space and it was confirmed that there was money in the budget to allow this to happen. It was **AGREED** that Cllr Proctor would work with the Clerks to take this forward.
- b) Cllr Harvey spoke regarding working relationships. It was agreed that committees would look to liaise with and co-opt specialists from the town to assist in the work of the council. It was also agreed that a clear line would be drawn between the responsibilities of officers and the responsibilities of councillors.

05. COUNCIL PROJECTS

- a) Cllr Harvey reported that NDDC had not been satisfied with the business plan which had been submitted for the swimming pool. Cllr Tippins reported that a working party was looking at the options before producing another plan which would then be brought to full council and a consultation undertaken.
- b) A report had been previously circulated regarding the Grounds Unit. It was noted that the final build cost on the proposed unit at the Football Club was in the region of £200,000. It was noted that the original expectation had been for a build cost of £75,000 to £100,000. Given the increase in this cost, which was considered to be a material consideration, members **AGREED** to reconsider the long term plan for the grounds unit and to investigate making good the existing unit by providing new electricity cables, reinforcing the doors and fixing the roof for a short term solution. It was noted that these works would be undertaken by the electricians currently on site at the bowling club and by the grounds team at a cost of between £500 and £750. Cllrs Steve and Proctor would meet with the grounds team on site to draw up the details and would be supported by the Finance and Admin Officer. It was **PROPOSED** by Cllr Harvey, **SECONDED** by Cllr Lewer and unanimously:

RESOLVED: To carry out improvements to the existing grounds team building for a maximum cost of £750 to provide an improved short term facility and to investigate the options for a permanent grounds hub with a report to be made to the next Committee meeting. (Policy no 1013/GEM/5b) (Statutory authority – LGA 1972 s111) (Financial provision – Grounds team revenue budget New Unit)

- c) It was reported that the Tennis Club required a lease or licence in order to apply for funding. Proposals were shown for relocating the training pitch / tennis courts. It was **PROPOSED** by Cllr Proctor, **SECONDED** by Cllr Pestell and unanimously:

RESOLVED to submit the planning application for the amended position of the training pitch and to draw up a licence to occupy for the Tennis Club to include the existing area of the training pitch and to extend to the new proposed boundary line in order to provide for both location options. (Policy 1013/GEM/5c) (Statutory Authority – LGMPA 1976 s19) (Budgetary Provision – up to £192.50, Professional fees) (Public Sector Equality Duty – due consideration of the duty was given)

- d) It was reported that there had been at least 2 interested suitably qualified parties expressing an interest in the football social club. Members considered that the criteria for the tender had to be established and that the working group addressing the tennis club needs would look at the requirements for the tender for the football clubhouse. It was **AGREED** that Cllrs Pestell, Harvey and Proctor would take this forward, including issues under agenda item c) relating to the Tennis Club in their discussions.
- e) It was reported that there had been no further developments regarding the Barton Hill carpark or Coppice Street area and it was agreed that the office would get up to speed with the progress of projects and report back to the next meeting of the committee.
- f) Consideration was given to the agreement to apply for a Government Works Loan to fund the grounds unit at the Football Club and other projects in the town. Given the decision under agenda item 5b) it was considered appropriate to defer the progression of this at the current time. It was **PROPOSED** by Cllr Harvey, **SECONDED** by Cllr Lewer and unanimously:

RESOLVED that given the material consideration identified under Agenda Item 5b) relating to the build cost for the proposed grounds team unit the application for a Government Works Loan be postponed until the components of the application had been reviewed by a working group. (*Policy 1013/GEM/5f*)

06. CORRESPONDENCE

There was none.

07. CHAIRMAN'S URGENT BUSINESS

There was none.

08. PUBLIC RELATIONS

There was none.

At this point the meeting was adjourned for the second public consultation session.

Public Consultation

Mr Alford – spoke regarding the sports hub at Sixpenny Handley advising that it didn't completely work in regards to bowling. It was agreed that all of these matters would be referred to the working group to consider.

Mrs Tucker – spoke regarding the tennis club proposals and asked what provision for parking would be made as the parking at the Youth Club was already inadequate. It was confirmed that the working group would consider this. She also expressed concern at the absence of a school and health provision on the development East of Shaftesbury which placed pressure on the primary school on Wincombe Lane.

Mr Thomas – spoke regarding the proposed primary school on the previously named 'white land' on the Persimmon development East of Shaftesbury and considered that in the absence of that land, the Hopkins land to the North of the Persimmon development could be considered for school provision. Mr Thomas urged the council to get its own website as the current one did not fulfil its needs sufficiently. He then sought clarification on when minutes were available to the public and it was clarified that they were drafted and checked by the chairman and then made available as 'draft'. Following the next ordinary meeting of the council they would be adopted and were then the official record of the meeting. Mr Thomas spoke about discussions regarding

Barton Hill carpark and expressed the opinion that if the carpark was considered to become a chargeable carpark there would be a lot of opposition to that proposal.

A member of the public - said that it was noted that Warminster provided the first 2 hours free parking and this could be a consideration.

At this point the meeting was re-convened.

09. CONFIDENTIAL INFORMATION

Cllr Lewer **PROPOSED**, Cllr Cook **SECONDED** and it was unanimously **RESOLVED** to pass a resolution that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from Item 10 as it related to confidential matters as detailed in category 1 of Article 2.2.7 Access to Information Rules within the town council constitution.

10. STAFFING STRUCTURE

The Clerk provided a report on the proposed staffing structure highlighting that the structure would support a more standardised approach to the transaction of Council business. It was confirmed that the detailed proposals would be presented to members as part of the budget setting process for 2014/2015 with a recommendation being made to Full Council thereafter. This was **AGREED** by the members.

There being no further business the meeting was closed at 9.30pm