

**STURMINSTER NEWTON TOWN COUNCIL**  
MINUTES OF THE ANNUAL MEETING OF THE TOWN COUNCIL  
held on 9<sup>th</sup> July 2020 on ZoomUs at 7.15 pm

Present :

Councillor S Bevis	Councillor H Lacey (Deputy Mayor)
Councillor N Dobson	Councillor H Reed
Councillor A Donaldson	Councillor M Roake
Councillor C Fraser (Mayor)	Councillor G Rose
Councillor M Jones	Councillor R Taylor

Apologies: None

Attendance on Zoom: 3 members of the public, Dorset Councillor Carole Jones, Emma Lindsay (Town Clerk) and Louise Plumridge (Assistant Town Clerk)

RESOLUTION  
for each item the  
proposer is named first  
followed by the seconder

TC/73/20 ELECTION OF CHAIRMAN AND TOWN MAYOR  
Cllr C Fraser was proposed by Cllr Lacey and seconded by Cllr Dobson.  
There were no other nominations.  
**Cllr C Fraser was duly elected Chairman of the Council and Town Mayor until the Annual Meeting in 2021.**

Cllr Lacey  
Cllr Dobson

TC/74/20 DECLARATION OF ACCEPTANCE OF OFFICE BY THE CHAIRMAN AND TOWN MAYOR  
Cllr Fraser made his declaration of office verbally. This witnessed by the Town Clerk in the presence of the Town Council.

TC/75/20 ELECTION OF VICE CHAIRMAN OF THE COUNCIL AND DEPUTY MAYOR  
Cllr Lacey was proposed by Cllr Fraser and seconded by Cllr Jones.  
Cllr Reed was proposed by Cllr Rose and seconded by Cllr Taylor  
**By vote Cllr Lacey was duly elected Vice Chairman of the Council and Deputy Town Mayor until the Annual Meeting in 2021.**

Cllr Fraser  
Cllr Jones

TC/76/20 APOLOGIES FOR ABSENCE  
No apologies for absence.

TC/77/20 DECLARATIONS OF INTERESTS AND DISPENSATIONS  
No interests were declared and consequently no written requests for dispensation had been received.

TC/78/20 PUBLIC SESSION  
A member of the public enquired whether there would be further health initiatives similar to the dementia awareness civic event, particularly as the community is coming out of lockdown. She also enquired what the present situation was with recycling rubbish. Her third question was whether the Council could financially support The Exchange while it attempts to re-open. The Town Clerk and Mayor noted the comments and advised they would review the matters raised.  
Another member of the public extended thanks to Cllr Lacey as exiting Mayor and Chairman for all her hard work during office.

TC/79/20 MINUTES OF THE PREVIOUS MEETING

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The minutes of the Town Council Meeting held on the 11<sup>th</sup> June 2020, having been circulated and publicised prior to the meeting, were taken as read and approved for signature by the Chairman as a true and correct record.

Cllr Donaldson  
Cllr Taylor

TC/80/20 FINANCIAL REPORT FROM THE TOWN CLERK AND APPROVAL OF PAYMENTS AND BUDGET COMPARISON AT 30.6.2020  
i. The Council RESOLVED to APPROVE the budget comparison as at 30.06.2020.

Cllr Donaldson  
Cllr Dobson

ii. The Council RESOLVED to APPROVE the payments made under delegation between 01.06.20 and 30.06.20 .

Cllr Donaldson  
Cllr Rose

TC/81/20 COMMITTEE TERMS OF REFERENCE AND DELEGATED POWERS OF STANDING COMMITTEES  
The Council RESOLVED to retain the committee terms of reference and delegations for the Civic Year 2020/21

Cllr Donaldson  
Cllr Rose

TC/82/20 COMMITTEE MEMBERSHIP  
The Council reviewed the membership for the three standing committees.  
i. The Council RESOLVED to APPROVE the following committee appointments

Cllr Fraser  
Cllr Rose

Planning and Environment (all members)	Finance and Personnel 5 incl.Chair and Vice Chair plus Mayor and Deputy Mayor (ex officio)	Amenities Personnel 5 incl.Chair and Vice Chair plus Mayor and Deputy Mayor (ex officio)
Cllr Bevis		
Cllr Dobson	Cllr Dobson	Cllr Dobson
Cllr Donaldson	Cllr Donaldson	
Cllr Fraser	Cllr Fraser ex officio	Cllr Fraser ex officio
Cllr Janes		Cllr Janes
Cllr Jones		Cllr Jones
Cllr Lacey	Cllr Lacey ex officio	Cllr Lacey ex officio
Cllr Reed		Cllr Reed
Cllr Roake	Cllr Roake	
Cllr Rose	Cllr Rose	Cllr Rose
Cllr Taylor	Cllr Taylor	

#### FINANCE AND PERSONNEL

##### Election of Chairman

Cllr Rose was proposed by Cllr Fraser and seconded by Cllr Donaldson.

Cllr Fraser  
Cllr Donaldson

##### Election of Vice Chairman

Cllr Dobson was proposed by Cllr Rose and seconded by Cllr Lacey.

Cllr Rose  
Cllr Lacey

#### PLANNING AND ENVIRONMENT

##### Election of Chairman

Cllr Taylor was proposed by Cllr Fraser and seconded by Cllr Rose.

Cllr Fraser  
Cllr Rose

##### Election of Vice Chairman

Cllr Donaldson was proposed by Cllr Taylor and seconded by Cllr Lacey.

Cllr Taylor  
Cllr Lacey

#### AMENITIES

##### Election of Chairman

Cllr Jones was proposed by Cllr Lacey and seconded by Cllr Janes

Cllr Reed was proposed by Cllr Rose and seconded by Cllr Donaldson

By vote Cllr Jones was elected Chairman.

Cllr Lacey  
Cllr Janes

##### Election of Vice Chairman

Cllr Janes was proposed by Cllr Jones and seconded by Cllr Lacey

Cllr Jones  
Cllr Lacey

Cllr Fraser thanked the out -going Chairman Cllr Reed for all her efforts and

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hard work.

TC/83/20 CHEQUE SIGNATORIES  
**The Council RESOLVED to retain the existing cheque signatories: Cllrs Rose, Lacey, Donaldson, Fraser and the Town Clerk Emma Lindsay**

Cllr Lacey  
Cllr Donaldson

TC/84/20 STANDING ORDERS  
**The Council RESOLVED to re-adopt the Standing Orders.**

Cllr Rose  
Cllr Taylor

TC/85/20 FINANCIAL REGULATIONS  
**The Council RESOLVED to re-adopt the Financial Regulations.**

Cllr Lacey  
Cllr Jones

TC/86/20 APPOINTMENTS TO OUTSIDE BODIES  
**The Council RESOLVED to APPROVE the appointment of representatives as set out below and change if necessary through the year**

Cllr Rose  
Cllr Taylor

Butts Pond Local Nature Reserve (Co-opted to Amenities Committee)	Mr V Fox
Cemetery Liaison	Cllr H Reed
Development Working Party	Mayor, Chair of P&E and Town Clerk
DAPTC Larger Local Councils and AGM	Mayor, Chair of P&E and Town Clerk
DAPTC – Northern Area Meetings	Mayor
Dementia Friendly Sturminster Newton Project Group	Cllr Reed
Footpaths Liaison Officer (Co-opted to Planning and Environment Committee)	Mr A Harrison
Liaising with Planning Authority	Chair of P&E
Press releases/media	Town Clerk and Mayor
Sturminster Newton Allotments	Cllr Rose
Sturminster Newton Museum & Mill Society	Cllr Jones
Sturminster Newton Twinning Association	Mayor
Open Spaces Group	Cllrs Bevis and Fraser
Trailway Support Group	Cllr Jones and Fraser
Tree Warden	Cllr Donaldson
William Williams Trust	Cllr Lacey
Youth Club	Cllr Taylor

TC/87/20 LIST OF SUBSCRIPTIONS FOR 2020/2021  
**The Council RESOLVED to continue the existing subscriptions to**

Cllr Taylor  
Cllr Jones

- **Dorset Association of Parish and Town Councils**
- **Society of Local Council Clerks**
- **Institute of Cemetery and Crematorium Management**
- **Campaign for the Protection of Rural England**
- **Clerks & Councils Direct**

TC/88/20 TOWN CLERK'S REPORT  
The Town Clerk's report, having previously been circulated, was noted. She also mentioned the play areas and skate park are now open. Also it had been noticed a lot more litter in town during lockdown. The Town Clerk also encouraged Councillors to take part in the Code of Conduct consultation referred to in her report.

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TC/89/20 DORSET COUNCILLOR'S REPORT  
Cllr Jones congratulated Cllr Lacey as exiting Mayor and Chairman.  
Cllr Jones provided a report on the activities of the Sturminster Newton Covid Action Team and plans for how it will wind down and what will continue to be in place.  
Cllr Jones reported the land at Northfields is now on the market.  
Cllr Jones reported that remedial works will be carried out at Hambledon View at the beginning of October

TC/90/20 MEMBER INFORMATION  
*Cllr Bevis* informed motor cyclists had been seen driving up Station Road. It was suggested to make a note of the registration numbers and pass onto the office team.  
*Cllr Lacey* reported that the Market Cross area for outside seating had been a great success and footfall has increased in the town. She stressed the importance of the Town Council supporting businesses and helping with the regeneration of the town as it comes out of lockdown.  
*Cllr Dobson* commented post Covid 19 he would like to see the Town Council taking more positive steps to help the community  
*Cllr Rose* expressed thanks from Sturminster Newton Allotments to the Grounds Manager, Adam Dodson for his support.  
*Cllr Jones* expressed thanks to Cllr Reed as exiting Chair of Amenities. He also commented on the marvellous job Adam Dodson and his team continue to do keeping Sturminster Newton looking attractive and clean.  
*Cllr Donaldson* reported on a tree matter. He also commented that residents were concerned by lack of staff and opening times of the Post Office within One Shop.  
*Cllr Roake* advised Sturfit Leisure Centre has successfully extended its lease with Dorset Council. Sturfit will re-open on 25<sup>th</sup> July.

TC/91/20 EXCLUDE MEMBERS OF THE PUBLIC  
**In exercise of the power conferred by the Public Bodies (Admission to Meetings) Act 1960, Section 1(2) the Committee RESOLVED that member of the public and press be excluded from the Meeting on the grounds that the business to be transacted being of a confidential nature it is likely that personal and/or exempt information would otherwise be improperly disclosed and members would feel unable to discuss the matter freely**

Cllr Rose  
Cllr Janes

TC/92/20 PURCHASE OF TOWN COUNCIL LAND  
A report had previously been circulated from the Town Clerk.  
**The Town Council RESOLVED to instruct the Clerk to carry out the actions summarised in the report.**

Cllr Donaldson  
Cllr Roake

The meeting was declared closed 8.33pm

## List of Payments made between 01/06/2020 and 30/06/2020

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/06/2020	PUBLIC WORK LOANS BOARD	DD	7,708.76	DD200601	Loan Repayment
01/06/2020	PRODIGY	DD200601A	2,243.94		2 x Laptops & Set-Up
01/06/2020	Dorset Council	DD202006	849.00		June Public Toilets Rates
08/06/2020	Allstar Business Solutions	200608	49.97		Fuel
10/06/2020	HMRC	BACS	2,900.88		Staff PAYE & NIC May 2020
10/06/2020	FAIR ACCOUNT	BAC200610	150.00		Internal Audit & Y/E Agar
10/06/2020	G Northover & Sons Ltd	BAC200610B	101.58		Fuel
10/06/2020	SLCC Enterprises Ltd	BAC200610C	78.00		Accessibility Webinar LP 24/6
10/06/2020	SSE Southern Electric	BAC200610D	117.24		Street Lighting 2/5-1/6
10/06/2020	The Exchange	BAC200610E	199.60		Recharges May 20
10/06/2020	Unity (Sturminster Newton) CIC	BAC200610F	100.00		Mayors Column June 20
10/06/2020	Blandford Garden Machinery (Do	BAC200610	32.00		Equipment Repairs
11/06/2020	Tesco Mobile Top Up	200611	10.00		Mobile 30 Day Bundle Top up
15/06/2020	Natwest RBS Bankline	DD200615	8.80		Monthly Bank Charges June 20
15/06/2020	Oldfield's Embroidery & Print	200615	72.00		No Fires Sign x 6
22/06/2020	Zoom	DD200622	14.39		Monthly charge 19/6-18/7
22/06/2020	Sage (UK) Limited	DC200622	234.00		Instant Payroll 2020/2021
25/06/2020	Screwfix	DC200625	229.98		Multi Tool
26/06/2020	SALARIES	BACS	11,229.55		Staff Salaries June 2020
26/06/2020	Aqua Supplies Ltd	BAC200626A	333.54		Cleaning Supplies
26/06/2020	DC Garden Machinery	BAC200626B	41.00		Nylon Line
26/06/2020	SSE Contracting Ltd	BAC200626D	205.19		Town Sign Illumination
26/06/2020	Employ My Ability (EMA) Ltd	BAC200626E	478.02		Plants
26/06/2020	WPS Hallam Insurance Brokers	BAC200626F	7,393.41		Fleet Motor Ins Renewal
26/06/2020	HMRC	BACS	2,900.88	BAC200626	PAYE & NIC June 2020
30/06/2020	National Westminster Bank Plc	DD200630	10.13		Monthly Bank Charges
30/06/2020	ISUZU	DD200630B	654.78		June 20 Monthly Vehicle Leases
<b>Total Payments</b>			<b>38,346.64</b>		



Approved on .....

Chair's signature.....

Chair's initials