

STURMINSTER NEWTON TOWN COUNCIL
MINUTES OF THE ANNUAL MEETING OF THE TOWN COUNCIL
held on 6th May 2021 on ZoomUs at 7.15 pm

Present :

Councillor N Dobson	Councillor H Lacey
Councillor A Donaldson	Councillor H Reed
Councillor C Fraser	Councillor M Roake
Councillor M Jones	Councillor Peter Marks
Councillor J :Janes – arrived at 7.30pm	Councillor R Taylor
Councillor Joe Rose	

Apologies: Mal Derricott (Acting Town Clerk)

Attendance on Zoom: Dorset Councillor Carole Jones
Louise Plumridge (Assistant Town Clerk)
Kate Squire (Finance Officer)
Adam Dodson (Grounds Manager)

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

21/001 **ELECTION OF CHAIRMAN AND TOWN MAYOR**
Cllr C Fraser was proposed by Cllr Lacey and seconded by Cllr Jones. There were no other nominations.
Cllr C Fraser was duly elected Chairman of the Council and Town Mayor until the Annual Meeting in 2022.

Cllr Lacey
Cllr Jones

21/002 **THE SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE OF THE CHAIRMAN AND TOWN MAYOR**
Cllr Fraser signed the Declaration of the Office of Chairman of the Council and Town Mayor.

Cllr Fraser introduced Kate Squire as Town Clerk from 1st June.

21/003 **ELECTION OF VICE CHAIRMAN OF THE COUNCIL AND DEPUTY MAYOR**
Cllr Lacey was proposed by Cllr Fraser and seconded by Cllr Jones.
Cllr Lacey was duly elected Vice Chairman of the Council and Deputy Town Mayor until the Annual Meeting in 2022.

Cllr Fraser
Cllr Jones

21/004 **PUBLIC SESSION – COMMENTS AND QUESTIONS FROM MEMBERS OF THE PUBLIC**
There were no members of the public present.

21/005 **DECLARATIONS OF INTERESTS AND DISPENSATIONS**
No interests were declared and consequently no written requests for dispensation had been received.

21/006 **APPROVAL AND SIGNING OF THE MINUTES OF THE PREVIOUS TOWN COUNCIL MEETING held on 1ST. APRIL 2021**
The minutes of the Town Council Meeting held on the 1st. April 2021, 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 Rose

21/007 **VERIFICATION OF THE MINUTES OF THE COMMITTEE MEETINGS**
➤ The Minutes of the Planning and Environment Committee meeting held on 15th. April 2021 were verified as a true and correct record of the meeting, recommendation therein as follows:
The Council Recommended the formation of a working party to research and agree



a site for a chargepoint. The working party to consist of Cllr Jones and Cllr Marks. Refer to the Planning & Environment Committee in June.

The Council RESOLVED to agree the Recommendation.

Cllr Taylor
Cllr Jones

- The Minutes of the Finance and Personnel Committee meeting held on 29th. April 2021 were verified as a true and correct record of the meeting, recommendations therein as follows:

The Committee RECOMMENDED presenting Shillingstone Parish Council with the following options:

1. Provide Shillingstone Parish Council with an up to date quotation for the agreed works with an increased cost.
2. Negotiate an amount of work that Shillingstone Parish Council can afford. If agreement cannot be reached
3. Give notice to terminate the service level agreement with Shillingstone Parish Council.

Cllr Rose
Cllr Lacey

The Committee RECOMMENDED requesting an increased rate for the works at Shillingstone; if Dorset Council was not able to cover our costs then notice should be given to terminate the service level agreement for Shillingstone verges with Dorset Council.

Cllr Rose
Cllr Dobson

The Council RESOLVED to agree the Recommendations.

21/008

CONFIRMATION THAT THE MINUTES OF THE ANNUAL PUBLIC TOWN MEETING The Council confirmed that the Minutes of the Annual Public Town Meeting held on 22nd. April 2021 are a true and correct record of the meeting.

Cllr Rose
Cllr Donaldson

21/009

COMMITTEE MEMBERSHIP

The Council reviewed the membership for the three standing committees.

The Council RESOLVED to APPROVE the following committee appointments:

Planning and Environment (all members)	Finance and Personnel 7 incl.Chair and Vice Chair	Amenities Personnel 7 incl.Chair and Vice Chair
Cllr Dobson	✓	✓
Cllr Donaldson	✓	
Cllr Fraser	✓	✓
Cllr Janes		✓
Cllr Jones		✓
Cllr Lacey	✓	✓
Cllr Marks		✓
Cllr Reed	✓	
Cllr Roake	✓	
Cllr Rose	✓	
Cllr Taylor		✓

21/010

COMMITTEE TERMS OF REFERENCE AND DELEGATED POWERS OF STANDING COMMITTEES

Subject to amending references to North Dorset District Council to Dorset Council
The Council RESOLVED to retain the committee terms of reference and delegations for the Civic Year 2021/22 - See attached

Cllr Rose
Cllr Roake

21/011

FINANCIAL MATTERS

- **Cheque signatories**
The Council **RESOLVED** to retain the existing cheque signatories: Cllrs Rose, Lacey, Donaldson, and Fraser
- **The List of Annual subscriptions for 2021/22** were reviewed and approved by the Council as follows:



Institute of Cemetery Management	£95.00
Clerks & Councils Direct Magazine	£12.00
Campaign to Protect Rural England	£39.00
Dorset Association of Parish & Town Councils	£899.38
Local Council Review Magazine	£34.00
Information Commissioners Office	£35.00
Society of Local Council Clerks	£254.00
Total	<u>£1368.38</u>

Cllr Fraser
Cllr Jones

- The **Statement of Accounts and Budget Comparison** to 31st. March 2021 was reviewed and approved by the Council as attached
- There were no payments for invoices in excess of £2000

21/012 **ELECTRICAL POINTS AT THE WAR MEMORIAL RECREATION GROUND**
Cllr Jones outlined the project, which had previously been circulated, to install electricity at the War Memorial Recreation Ground for the benefit of the Cheese Festival and extra benefit to the Grounds Team (see attached report).
The Council RESOLVED to agree to electrical points at the War Memorial Recreation Ground as per the recommendations in the report.

Cllr Jones
Cllr Taylor

21/013 **STANDING ORDERS**
The Council RESOLVED to defer this item for more consideration to the Town Council Meeting 1st. July 2021.

21/014 **FINANCIAL REGULATIONS**
The Council RESOLVED to defer this item for more consideration to the Finance and Personnel Committee Meeting in 22nd. July 2021.

21/015 **APPOINTMENTS TO OUTSIDE BODIES**
The Council RESOLVED to APPROVE the appointment of representatives as set out below and change if necessary through the year – see attached list.

21/016 **NORTHFIELDS DEED OF COVENANT**
The Council RESOLVED to sign the Deed of Covenant for land at Northfields.

Cllr Lacey
Cllr Rose

21/017 **ANNUAL REPORT BY THE TOWN MAYOR**
Cllr Fraser advised The Annual Reports for the years 19/20 and 20/21, presented by the current and previous Town Mayors, Councillors Fraser and Lacey at the Annual Public meeting, will be attached to these minutes. – see attached.

21/018 **DORSET COUNCILLOR'S REPORT**
Dorset Cllr Jones reported as follows:

- From 7th June there will be a new fleet of bin vehicles and there will be some changes to bin collection day changes. This may lead to some confusion but letters will be sent to all residents.
- The Scrutiny Committee is looking into grid capacity.
- The parking problems in Penny Street have now been resolved.
- A property in Alder Road has been reported to Planning Enforcement as the resident hasn't applied for planning application for a double garage.
- Cllr Jones is encouraging everyone to get involved with the Grow a Row initiative – an initiative for people to grow more than they need to support those in need. Surplus produce can be given to The Pantry to help its supplies.

21/019 **INFORMATION FROM MEMBERS**
Cllr Jones – expressed thanks to the Council for agreeing to the electrics at the Recreation Ground. He also advised plans for the Trailway entrance were progressing and that he was meeting up with Cllr Marks and the Grounds Manager on Friday to discuss the designs.



Cllr Rose – gave a brief background to the history of the Scout Hut and requested an Extraordinary meeting to be organised after the next Planning & Environment meeting on 20th April to discuss the next steps for the management and refurbishment of the Scout Hut. He will liaise with the Town Clerk and prepare a presentation.

Cllr Fraser also noted it was important to agree a legal framework.

Cllr Donaldson:

- Trees – the temporary Tree Preservation Order at The Gavel has now been made permanent.
- The Literary Festival – plans are in place for this to take place on 19th June, a low key event with various walks, talks and the production of a video.
- Cllr Donaldson expressed his frustration with Dorset Council not setting up the installation of charge points in Sturminster Newton. Cllr Jones advised down to the lack of grid capacity and this highlights why it is such a problem.

The meeting was declared closed 8.17pm

Approved on Chair's signature.....

