

STURMINSTER NEWTON TOWN COUNCIL
MINUTES OF A MEETING OF THE FINANCE & PERSONNEL COMMITTEE
held on Thursday 22nd July 2021 in the Council Chamber at 7.15pm

Present:

Councillor N Dobson (Chairman) Councillor H Reed (Vice Chairman)
Councillor A Donaldson Councillor R Taylor
Councillor M Jones
Councillor M Roake (via Zoom)
Councillor G Rose

In Attendance: K Squire (Town Clerk), Lynn Close (Finance Administrator)

| MINUTE NUMBER | COMMENTS | RESOLUTION <i>For each item, the proposer is named first followed by the seconder</i> |
|----------------------|---|---|
| 21/103 | PUBLIC SESSION No comments were made or questions asked. | |
| 21/104 | APOLOGIES FOR ABSENCE Apologies were received from Cllrs Fraser and Lacey. | |
| 21/105 | ELECTION OF CHAIRMAN OF THE FINANCE AND PERSONNEL COMMITTEE Exiting Chairman Cllr J Rose proposed Cllr N Dobson; there were no other nominations. | Cllr J Rose Cllr H Reed |
| 21/106 | ELECTION OF VICE CHAIRMAN OF THE FINANCE AND PERSONNEL COMMITTEE Chairman Cllr N Dobson proposed Cllr H Reed; there were no other nominations. | Cllr N Dobson Cllr J Rose |
| 21/107 | DECLARATIONS OF INTERESTS AND DISPENSATIONS No interests were declared and no written requests for dispensation had been received. | |
| 21/108 | MINUTES OF THE PREVIOUS COMMITTEE MEETING The minutes of the Finance & Personnel committee meeting held on 29th April 2021 having been circulated and publicised prior to the meeting were taken as read and approved for signature by the Committee Chairman as a true and correct record. Arising - Cllr M Roake requested an update from the above minutes for 20/72 Review of the Shillingstone Parish Council Service Level Agreement. The Town Clerk confirmed that: <ul style="list-style-type: none"> • The Dorset Rangers had taken back the Dorset Council verge cutting at Shillingstone. • The service level agreement with Shillingstone Parish Council had been revised in line with the Committees recommendations, a draft agreement had been prepared and sent for approval at the next Shillingstone Parish Meeting. | Cllr N Dobson Cllr H Reed |



- 21/109 STATEMENT OF ACCOUNTS**
The Town Clerk presented the Statement of Accounts as at 30th June 2021.
The Committee recommended the approval of the Statement of Accounts as at 30th June 2021. Cllr H Reed
Cllr J Rose
- 21/110 BUDGET COMPARISON**
The Town Clerk presented the Budget Comparison as at 30th June 2021.
The Committee recommended the approval of the Budget Comparison as at 30th June 2021. Cllr J Rose
Cllr H Reed
- 21/111 APPROVAL FOR PAYMENTS IN EXCESS OF £2000**
Invoices for payments in excess of £2000 had previously been circulated and were approved for payment. Cllr H Reed
Cllr J Rose
- 21/112 REVIEW OF EARMARKED RESERVES**
The Clerk summarised a report previously circulated which recommended adjustments in earmarked reserves for the year 2021/2022.
The Committee recommended the approval of earmarked reserves listed within the report for 2021/2022. Cllr J Rose
Cllr A Donaldson
- 21/113 REPORT ON PAYMENTS MADE UNDER DELEGATION BETWEEN 1st APRIL AND 30th JUNE 2021.**
A list of the payments made under delegation had been previously circulated. Samples of payments made between these dates had been checked by Cllr Dobson and Cllr Reed.
The Committee approved the payments made under delegation between the 1st April and 30th June 2021 Cllr Dobson
Cllr Reed
- 21/114 TOWN CHRISTMAS LIGHTS**
The Council discussed a request from the Sturminster Newton Economic Development Society for a grant towards the Christmas tree lights contract. The Clerk suggested that the Council commit to an annual grant of £500 for the duration of the 3-year contract as had been done previously.
The Committee recommended the approval of committing an annual grant of £500 for the term of the current contract. The amount to be reviewed annually with a view to a possible increase if funds allow. Cllr J Rose
Cllr H Reed
- 21/115 TOWN CLERK UPDATE**
The Clerk reported that she and Cllr Jones had met with Roland Skeats of Dorset Highways to discuss possible grant funding from Dorset Council for the reopening of High Streets. This grant would cover new bollards for the Market Cross seating area and possibly extra benches and bins. She also highlighted recent complaints of littering at the War Memorial recreation ground. This had been made worse by dogs off lead, tearing open rubbish bags.
- 21/116 INFORMATION FROM MEMBERS**
Cllr Jones:
- Questioned the feasibility of a dog washing station at the entrance to the trailway
 - Cllr Jones has been discussing, the possibility of a Sculpture Trail or Garden with a local female artist and will update the committee on ideas going forward.



INFORMATION FROM MEMBERS (CONTINUED)

Cllr H Reed

- Asked if the Council are still providing Dog Poo Bags in the three dispensers around town. The Clerk advised that all dispensers are regularly checked and refilled, but the facility seems to be being abused. The Committee agreed this needs to be reassessed. Lynn Close will investigate and report to the Amenities committee.
- Expressed concern that it is not clear online where Covid 19 test centres are in the local area. Lynn Close to investigate further to ensure we can advise the public if they enquire.

Action
Lynn Close

Action
Lynn Close

Cllr A Donaldson

Advised that the Literary Festival committee may need to submit a grant application to Town Council.

Cllr M Roake

- Requested that the Council formally write to Mal Derricott thanking her for her help as acting Town Clerk. The Clerk informed the committee that Cllr Fraser had this in hand.
- Enquired about Developers Contributions and the current arrangements for requesting Section 106 monies. The Committee agreed there was a need to review the last Section 106 report and contact Dorset Council to ascertain what they need, to ensure continued funding from developers. Town Clerk agreed to make enquiries and liaise with all the North Dorset Clerks to discuss a way forward.

Action
Town Clerk

The Chairman declared the meeting closed at 8.02 pm

Approved on.....28-10-2021.....Chairman's signature:



