## STURMINSTER NEWTON TOWN COUNCIL

### MINUTES OF A MEETING OF THE FINANCE & PERSONNEL COMMITTEE

held on Thursday 22<sup>nd</sup> 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 COMMENTS RESOLUTION** NUMBER For each item, the proposer is named first followed by the seconder **PUBLIC SESSION** 21/103 No comments were made or questions asked. 21/104 APOLOGIES FOR ABSENCE Apologies were received from Cllrs Fraser and Lacey. **ELECTION OF CHAIRMAN OF THE FINANCE AND** 21/105 PERSONNEL COMMITTEE Cllr J Rose Exiting Chairman Cllr J Rose proposed Cllr N Dobson; there were Cllr H Reed no other nominations. **ELECTION OF VICE CHAIRMAN OF THE FINANCE AND** 21/106 PERSONNEL COMMITTEE Cllr N Dobson Chairman Cllr N Dobson proposed Cllr H Reed; there were no Cllr J Rose

other nominations.

#### **DECLARATIONS OF INTERESTS AND DISPENSATIONS** 21/107

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.

Cllr N Dobson Cllr H Reed

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:

- 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.

#### 21/109 STATEMENT OF ACCOUNTS

The Town Clerk presented the Statement of Accounts as at 30<sup>th</sup> June 2021.

The Committee recommended the approval of the Statement of Accounts as at 30<sup>th</sup> June 2021.

Cllr H Reed Cllr J Rose

#### 21/110 BUDGET COMPARISON

The Town Clerk presented the Budget Comparison as at 30<sup>th</sup> June 2021.

The Committee recommended the approval of the Budget Comparison as at 30<sup>th</sup> 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 previous 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 1<sup>st</sup> April and 30<sup>th</sup> 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.

Action Lynn Close

 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

#### Cllr A Donaldson

The Chairman declared the meeting closed at 8.02 pm

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

Approved onChairman's signature	