

**STURMINSTER NEWTON TOWN COUNCIL**  
**MINUTES OF THE AMENITIES COMMITTEE MEETING**  
 held on Thursday 16<sup>th</sup> June 2022 7.15pm in The Council Chamber.

Present:  
 Cllr P Batstone  
 Cllr A Donaldson  
 Cllr C Fraser  
 Cllr H Reed  
 Cllr J Rose

In attendance:  
 K Squire – Town Clerk, L Plumridge – Assistant Town Clerk and Adam Dodson - Grounds Manager

Members of the Public: 0

Minute No.	COMMENTS	RESOLUTION for each item the proposer is named first followed by the seconder
22/23/41	<b>PUBLIC SESSION</b> There were no members of the public present.	
22/23/42	<b>APOLOGIES FOR ABSENCE</b> Apologies had been received from Cllr M Jones and Cllr P Marks. The apologies were accepted by members present.  <b>As the Chairman and Vice Chairman of the Amenities Committee were absent, in accordance with Standing Order 3p, the Council nominated Cllr H Reed to chair the meeting.</b>	Cllr Fraser Cllr Batstone
22/23/43	<b>DECLARATIONS OF INTEREST AND DISPENSATIONS</b> No interests were declared and no written requests for dispensation had been received.	
22/23/44	<b>MINUTES OF THE PREVIOUS MEETING AND MATTERS ARISING</b> <b>The minutes of the meeting held on the 9<sup>th</sup> December 2021 had been previously circulated. It was pointed out by Cllr Rose to the Clerk prior to meeting that amendment to the wording needed to be made on minute no. 21/260. Following explanation and consideration of this amendment the updated minutes were approved and signed by Cllr H Reed.</b>	Cllr Fraser Cllr Donaldson
22/23/45	<b>RESERVING PLOTS AT THE CEMETERY</b> The Assistant Town Council outlined the situation – generally there are more people reserving plots in advance at the cemetery, 9 plots have been reserved in the last year. The Council considered current space at the Cemetery and future issues if historically reserved plots are not monitored. It was decided to offer plots for 50 years with a renewal administration fee. A briefing paper will be prepared for the next Amenities Committee.	Action: Office
22/23/46	<b>CEMETERY ANCESTRY WORK</b> At present there is no charge for requests for ancestry work when people are researching their families. This can become time consuming if people are looking for several family members. <b>The Committee requested the Town Clerk work out staff costs and resolved to charge an administration fee to cover these costs.</b>	Cllr Reed Cllr Fraser



The Town Clerk will also investigate a card reader for the office to make the process of paying easier, this will be raised at the next Finance & Personnel Committee.

Action:  
Office

**22/23/47 ALLOTMENTS UPDATE**

The allotment inspections took place on 19<sup>th</sup> May and letters will be going out this week.

**22/23/48 GROUNDS MANAGER REPORT**

The Grounds Manager presented the attached report to the Council meeting. Thanks were extended to the Grounds team for their hard work.

**22/23/49 TOWN CLERK UPDATE**

The Town Clerk reported as follows:

Hire of Railway Gardens – discussion took place as to whether the Council should charge for hire of the Railway Gardens. It was agreed there should be a fee once the electricity points are installed. It was also agreed paperwork for hire of the Railway Gardens should be completed 2 weeks in advance of the event.

Register of Interests Form – Councillors were reminded to register their interests with Dorset Council online.

Open Spaces – the Clerk had met with Cllr Marks as the Open Spaces group representative to discuss the role and ideas. She had been notified by the Open Spaces group that their next meeting would be after the Queen’s Green Canopy activities are over.

**22/23/50 CORRESPONDENCE**

There was no correspondence to be discussed.

**22/23/51 INFORMATION FROM MEMBERS**

*Cllr Batstone:* –

Town Crier enquired if there is any interest in looking for a new Town Crier. Cllr Reed will investigate the registration process.

Recycling in the town – asked if more could be done to recycle waste. The Clerk advised that DWP sort the litter collected from the Town Council at the main depot. She had already been investigating the Terracycle scheme which is the collection of specific branded non-recyclable waste to turn into raw material to be used in new products. Storage space was an issue for the office and products were limited. The Town Clerk will send the website link to Cllr Batstone.

*Cllr Donaldson* – attended the Northern Planning Committee on Tuesday 14<sup>th</sup> June in The Exchange. The Hammonds Yard development application was approved.

Action:  
Cllr Reed

Action:  
Town Clerk

Meeting closed at 8.13pm

Approved on .....

Chair’s Signature.....

