

**STURMINSTER NEWTON TOWN COUNCIL**  
**MINUTES OF THE MEETING OF THE ANNUAL TOWN COUNCIL**  
**held on Thursday 4<sup>th</sup> May 2023 at 7.15pm in The Council Chamber**

**Present:**

Cllr P Batstone  
Cllr N Dobson  
Cllr A Donaldson  
Cllr C Fraser  
Cllr M Jones

Cllr H Lacey  
Cllr P Marks  
Cllr H Reed  
Cllr J Rose

In Attendance: K Squire (Town Clerk), L Plumridge (Assistant Town Clerk) and Dorset Cllr C Jones

Members of the Public: 0

Minute No.      Comments

RESOLUTION  
The proposer  
is named first  
followed by  
the seconder

23/24/001      **ELECTION OF CHAIRMAN AND TOWN MAYOR**  
Cllr H Reed was nominated by Cllr J Rose and seconded by Cllr P Batstone.

Cllr H Lacey was nominated by Cllr M Jones and seconded by Cllr P Marks.

A vote took place.

**Cllr H Lacey was duly elected Chairman of the Council and Town Mayor until the Annual Meeting in 2024.**

23/24/002      **SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE OF THE CHAIRMAN AND TOWN MAYOR**  
Cllr H Lacey signed the Declaration of the Office of Chairman of the Council and Town Mayor.  
She expressed thanks to Cllr H Reed for her hard work in representing the Town Council so well over the last year.

23/24/003      **ELECTION OF VICE CHAIRMAN OF THE COUNCIL AND DEPUTY MAYOR**  
Cllr A Donaldson was nominated by Cllr H Lacey and seconded by Cllr C Fraser.

Cllr J Rose was nominated by Cllr P Batstone and seconded by Cllr H Reed.

A vote took place.

**Cllr A Donaldson was duly elected Vice Chairman of the Council and Deputy Town Mayor until the Annual Meeting in 2024.**

23/24/004      **PUBLIC SESSION**  
No members of the public were present.

23/24/005      **APOLOGIES FOR ABSENCE**  
Apologies had been received from Cllr Mantock. The apologies were accepted by the members present.



- 23/24/006      **DECLARATIONS OF INTERESTS AND DISPENSATIONS**  
Cllr Lacey declared an interest in planning application P/HOU/2022/07553 as a neighbour.
- 23/24/007      **MINUTES OF PREVIOUS MEETINGS**  
**The Town Council meeting held on 6<sup>th</sup> April 2022, 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 Reed
- 23/24/008      **APPROVAL OF RECOMMENDATIONS FROM**  
**Amenities Committee 30<sup>th</sup> March 2023**  
**Finance & Personnel Committee 13<sup>th</sup> April 2023**  
  
**The Council resolved to accept the recommendations made in**  
**Amenities Committee 30<sup>th</sup> March and Finance & Personnel Committee 13<sup>th</sup> April 2023.**  
Cllr Jones  
Cllr Donaldson
- 23/24/009      **PLANNING APPLICATIONS**  
  
**Application No:** P/HOU/2023/0213  
**Location:** 28 Filbridge Rise Sturminster Newton DT10 1AA  
**Proposal:** Erect single storey side extension.  
**Observations: No Objections.**  
Cllr Donaldson  
Cllr Rose  
  
**Application No:** P/HOU/2023/02163  
**Location:** Beechedge 8 Bath Road Sturminster Newton Dorset DT10 1DX  
**Proposal:** Form new vehicle access and dropped kerb. Form new hardstanding with render finish retaining walls.  
**Observations: Objection as there is no turning circle for parked cars.**  
**As the drive is accessed directly from Bath Road, there must be ingress and egress for a vehicle in forward motion.**  
Cllr Donaldson  
Cllr Dobson  
  
**Application No:** P/HOU/2022/07553  
**Location:** Rose Cottage The Row Sturminster Newton Dorset DT10 1AU  
**Proposal:** Erect two storey extension (demolish existing outbuilding).  
**Observations: No Objections.**  
Cllr Reed  
Cllr Fraser
- 23/24/010      **CONFLICT OF INTEREST WITH THE EXTERNAL AUDITOR**  
**BDO LLP**  
All Councillors confirmed they had no conflict of interest with the External Auditor BDO LLP.
- 23/23/011      **HEALTH & SAFETY AUDIT**  
The Town Clerk reported that the health and safety audit and risk assessments had been successful and with no issues reported. The Council expressed thanks to the Grounds Manager for his continued excellent contribution to the process.
- 23/24/012      **COMMITTEE MEMBERSHIP AND CHAIRMAN AND VICE CHAIRMAN FOR EACH COMMITTEE**  
The Council reviewed the membership for the three standing committees.  
**The Council resolved to approve the following committee appointments including Chairman and Vice Chairman:**



Planning & Environment all members including Chairman & Vice Chairman	Proposed /Seconded	Finance & Personnel 7 including Chairman & Vice Chairman	Proposed /Seconded	Amenities 7 including Chairman & Vice Chairman	Proposed /Seconded
Cllr P Batstone				✓	
Cllr N Dobson		✓ Chairman	Cllr Lacey Cllr Reed		
Cllr A Donaldson – Deputy Mayor		✓		✓	
Cllr C Fraser Chairman	Cllr Rose Cllr Reed	✓		✓	
Cllr M Jones				✓ Vice Chair	Cllr Marks Cllr Batstone
Cllr H Lacey - Mayor		✓		✓	
Cllr D Mantock		✓ Vice Chair	Cllr Reed Cllr Donaldson		
Cllr P Marks				✓ Chairman	Cllr Jones Cllr Fraser
Cllr H Reed –		✓			
Cllr J Rose Vice Chair	Cllr Fraser Cllr Reed	✓		✓	

23/24/013

### TERMS OF REFERENCE AND DELEGATED POWERS OF THE STANDING COMMITTEES

The Council resolved to retain the committee terms of reference and delegations for the Civic Year 2023/2024– see attached.

Cllr Reed  
Cllr  
Batstone

23/24/014

### FINANCIAL MATTERS

#### Cheque signatories:

The Council resolved to retain the existing cheque signatories:  
Cllrs Rose, Lacey, Donaldson and Fraser

Cllr Reed  
Cllr  
Dobson

#### List of Annual subscriptions for 2023/2024

The list of annual subscriptions were reviewed and approved by the Council as follows:

Cllr Rose  
Cllr Reed

ICCM (Institute of Cemetery & Crematorium Management)	£95.00
CPRE (Campaign to Protect Rural England)	£39.00
SLCC (The Society of Local Council Clerks)	£354.00
DAPTC (Dorset Association of Parish & Town Councils)	£1001.89
The National Allotment Association	£55.00



**Approval of payments for invoices in excess of £2000**

There were no payments in excess of £2000 to be approved.

23/24/015

**APPOINTMENTS TO OUTSIDE BODIES**

**The Council resolved to approve the appointment of representatives, as set out on a separate sheet attached to these minutes and change if necessary, through the year.**

The Council the requested the Town Clerk thank Vic Fox for his tremendous contribution to the Open Spaces Group.

Cllr Fraser  
Cllr Rose

23/24/016

**CORRESPONDENCE**

There was no correspondence to consider.

23/24/017

**TOWN CLERK'S REPORT**

The Town Clerk gave a verbal report as follows:

Accounts – the year end has been closed down with the last visit from the auditor due on 25<sup>th</sup> May to sign off the figures for year ended 31<sup>st</sup> March 2023.

Grounds Operative – the part time (16 hours) Grounds Operative post has been advertised. Interviews will take place towards the end of May.

Coronation Flag Competition – the winning flags have been printed and there will be a raising of the flags in the Railway Garden and at the British Legion at 10am Friday 5<sup>th</sup> May. Representatives from both William Barnes Primary School and the High School will be attending. Stepping Stones pre-school and Yewstock School also took part and made bunting and a banner – their contributions have been displayed in the Town Council offices.

Coronation Celebrations – there will be a Civic Service at St Mary's Church on Sunday 7<sup>th</sup> May and a fun afternoon at the British Legion on Monday 8<sup>th</sup> May – everyone welcome.

Flags and Bunting - The Town Clerk expressed thanks to the Fire Brigade for putting up the bunting in the town for the Coronation weekend.

23/24/015

**DORSET COUNCILLOR'S REPORT**

Dorset Councillor Carole Jones reported as follows:

- She has received feedback from a recent survey and will circulate the feedback to Councillors.
- The planning application for a hotel and houses at Fiddleford has been refused.
- The Dorset Council Capital Leverage Fund has opened for another round.
- Home Upgrade energy efficient grants (HUG) are available.
- The process for Sturminster Newton High School to become part of the Sherborne Area Schools Trust has been delayed.
- There were household support grants available from Dorset Council, there is so much hardship it closed 30 minutes after opening.
- Cllr Jones had been successful in obtaining a grant for an 8 week course of yoga and Qi Gong. Aimed at improving health and wellbeing the sessions are free and will be held at the Rec.

23/24/016

**INFORMATION FROM MEMBERS**

There was no information from members.

The Chairman closed the meeting at 8.30pm

Approved on ..... Chairman's Signature .....

