

STURMINSTER NEWTON TOWN COUNCIL
MINUTES OF THE MEETING OF THE ANNUAL TOWN COUNCIL
held on Thursday 4th 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 6th 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 30th March 2023
Finance & Personnel Committee 13th April 2023

The Council resolved to accept the recommendations made in Amenities Committee 30th March and Finance & Personnel Committee 13th 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 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 25th May to sign off the figures for year ended 31st 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 5th 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 7th May and a fun afternoon at the British Legion on Monday 8th 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 1 June 2023

Chairman's Signature

