

STURMINSTER NEWTON TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING
Held on Thursday 6th February 2020 in the Council Chamber at 7.15 pm

Present :

Councillor N Dobson	Councillor H Lacey (Mayor)
Councillor A Donaldson	Councillor H Reed
Councillor C Fraser	Councillor M Roake
Councillor J Janes	Councillor G Rose
Councillor M Jones (Deputy Mayor)	Councillor R Taylor

Absent: Councillor S Bevis

In attendance: 13 members of the public, 2 representatives of Wyatt Homes, Dorset Councillor Carole Jones, Emma Lindsay (Town Clerk) and Kate Squire (Finance Officer)

Minute No	COMMENTS	RESOLUTION for each item the proposer is named first followed by the seconder
TC/14/20.	Cllr Lacey proposed that Cllr Fraser as the Chair of the Planning and Environment Committee should chair the public session and the consideration of the planning matters agenda item The Council RESOLVED to amend the agenda running order to allow Cllr Fraser to chair the public session and consideration of the planning applications.	Cllr Donaldson Cllr Fraser
TC/15/20	APOLOGIES FOR ABSENCE Apologies were received from Cllr Bevis. The Town Council RESOLVED to accept the apologies.	Cllr Lacey Cllr Jones
TC/16/20	DECLARATIONS OF INTERESTS AND DISPENSATIONS Cllr Roake declared an interest in the Sturminster Newton Heritage Trust	
TC/17/20	MINUTES OF THE PREVIOUS MEETING The minutes of the Town Council Meeting held on the 9th January 2020, 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 Fraser
TC/18/20	APPROVE RECOMMENDATIONS FROM COMMITTEES i. Finance and Personnel Committee The Town Council RESOLVED to APPROVE the recommendations of the Committee. ii. Amenities Committee The Town Council RESOLVED to APPROVE the recommendations of the Committee.	Cllr Rose Cllr Jones Cllr Donaldson Cllr Taylor
TC/19/20	Cllr. Fraser takes the Chair PUBLIC SESSION Cllr Fraser invited comments from members of the public. Mr T Hoskins of Wyatt Homes provided an overview of the proposed development. Mr D Wingate as Chairman the Elm Close Residents Association addressed the Council summarising the residents' concerns that he had submitted to the planning authority.	

Chair's initials



1. 2/2019/1801/FUL

Lewis Wyatt Holdings
Elm Close, Bull Ground Lane
Sturminster Newton DT10

Proposal:

Demolish farm buildings and erect 98 no. dwellings, form vehicular access from Elm Close and Bull Ground Lane, public open space, allotments and associated infrastructure.

Sturminster Newton Town Council comment

No Objections as the application is not in breach of any material planning considerations and is compliant with the Sturminster Newton Neighbourhood Plan. The Council requests that the following concerns are addressed:

1. Construction traffic to be excluded from Elm Close for the duration of the building programme.
2. The development construction plan should place limits on the movement of heavy vehicles through the town at peak school-run times.
3. The location and type of crossing at Rixon Hill should to be reviewed.
4. A safe route to school should be identified.
5. The management of the un-adopted road within the development needs to be addressed.
6. The location of the access from Elm Close to Rixon Hill is reviewed.

2. 2/2019/1810/07

Mr A Walsh
73 Honeymead Lane
Sturminster Newton DT10

Proposal: Erect Dutch barn shed (retrospective). Specification Please Note: Sizes are approximate only. For specific details, please consult our technical department.

Imperial Size (ft) 10 x 8 People Req'd To Build 2 Anti-Rot Guarantee 10 Years Cladding Style Ship-lap Tongue & Groove Cladding Material Ship-lap Tongue and Groove Roof Material 12mm Tongue and Groove Floor Material 12mm Tongue and Groove Roof Type Barn Roof Door Style Double Door Building Type Storage Sheds Metric Size (Meters) 3.0 x 2.4 Under 2.5m Tall Yes Material Wood Imperial Metric Width 8' 0" 2.44m Depth 9' 9" 2.97m Eaves Height 5' 7" 1.70m Ridge Height 8' 6" 2.59m Door Width 4' 5" 1.35m Door Height 5' 10" 1.78m Internal Width 7' 6" 2.29m Internal Depth 9' 6" 2.90m Location: 73 Honeymead Lane, Sturminster Newton, DT10 1QH

Sturminster Newton Town Council comment:

No objections. The application is not in breach of any material planning considerations and is compliant with the Sturminster Newton Neighbourhood Plan.

3. 2/2019/1225/LBC

Mrs K Vincent
Old Mill House
Newton Hill
DT10 2DQ

Proposal: Remove modern (C20) front porch and carry out associated external alterations.

Sturminster Newton Town Council comment:

No objections. The application is not in breach of any material planning considerations and is compliant with the Sturminster Newton Neighbourhood Plan.

4. 2/2019/1571/LBC
Mr J Wyatt
Church Farmhouse
Church Street Sturminster Newton Dorset DT10 1DB
Proposal: Install flue liner to large chimney and carry out all internal and external works associated with this.
Sturminster Newton Town Council comment: No Objections
The application is not in breach of any material planning considerations and is compliant with Sturminster Newton Neighbourhood Plan.
5. 2/2020/0058/HOUSE
Mr and Mrs Barnes
Rivers Corner House Glue Hill Sturminster Newton DT10 2AB
Proposal: Erect 1 No. garage (demolish existing garage).
Sturminster Newton Town Council comment: No Objections
on condition that the structure cannot be converted for either residential or holiday let use.
6. 2/2019/1678/FUL
Yewstock College Honeymead Lane Sturminster Newton Dorset DT10 1EW
Proposal: Erect perimeter security fence and matching gates, 2.33m high Exempla welded steel wire mesh panels.
Sturminster Newton Town Council comment: No Objections
The application is not in breach of any material planning considerations and is compliant with the Sturminster Newton Neighbourhood Plan.
7. 2/2019/0895/FUL
The Town Clerk advised that the Council had commented on this application in January and that no further comment was necessary.

Cllr Lacey resumed as Chair

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| TC/21/20 | <p>i. APPROVAL OF PAYMENTS
The list of payments detailed below and checked by Cllrs Reed and Taylor were APPROVED.</p> <p>ii. BUDGET COMPARISON
The Budget Comparison as at 31st January 2020 was APPROVED</p> <p>iii. VIREMENTS
There were no budget virements to consider.</p> | <p>Cllr Reed
Cllr Taylor</p> <p>Cllr Lacey
Cllr Rose</p> |
| TC/22/20 | <p>REQUEST FOR FUNDING FROM THE STURMINSTER NEWTON HERITAGE TRUST
The contents of a written request from the Sturminster Newton Heritage Trust which had previously been circulated were considered.
The Town Council RESOLVED to request that the Sturminster Newton Heritage Trust present more details to the Town Council at a future meeting of the Council.</p> | <p>Cllr Reed
Cllr Rose</p> |
| TC/23/20 | <p>TOWN COUNCIL BUSINESS PLAN 2020-2024
The Town Clerk presented the output from the informal business plan discussion.
The Town Council RESOLVED to nominate lead councillors to the High priority projects and to monitor progress on these projects at quarterly intervals.</p> | <p>Cllr Taylor
Cllr Dobson</p> |

- TC/24/20 TOWN COUNCIL ANNUAL REPORT
After considering a report previously circulated:
The Town Council RESOLVED to APPROVE the production of a Town Council Annual report including publication in Unity.
- Cllr Jones
Cllr Reed
- TC/25/20 PEOPLES PANTRY PROJECT
Cllr Lacey provided a brief overview of the project. The aim is to establish a food co-operative run by volunteers to cover Sturminster Newton, Gillingham and Shaftesbury. I
The Town Council RESOLVED to NOMINATE Cllr Lacey as the Town Council representative for the Peoples Pantry Project.
- Cllr Jones
Cllr Donaldson
- TC/26/20 DORSET COUNCILLOR'S REPORT
Dorset Councillor Jones reported regarding the financial issues at Dorset Council which will be reflected in the form of Council Tax increases and efficiency savings, she also noted the huge strain on school funding which is causing serious issues to the local schools. Cllr Jones has been working on several projects including bringing the Wheels2Work scheme back to Dorset and supporting the setup of the Community Pantry project. Cllr Jones also shared news that 2 electric car charging points will be installed in Sturminster Newton,
- TC/27/20 TOWN MAYOR'S REPORT
Cllr Lacey reported that following drainage issues along the Row over Christmas she had attended a meeting with the local Dorset Council Highways representative who had agreed a course of action to try to resolve the problem. She also advised that the section of the A357 between Rolls Mill and Lydlinch is due to be resurfaced. Cllr Lacey advised that she had written to Jack Wiltshire, head of Highways at Dorset Council to complain about the lack of information or action regarding the repairs to the Town Bridge and the footway adjacent to the A357.
- TC/28/20 TOWN CLERK'S REPORT
A357 – Railings – The Town Clerk reported that following inspection from a Dorset Council Highways Engineer she had been advised of concerns about the highway being compromised by the failing riverbank.
Speed Indicator Device – The Town Clerk updated the Council regarding a recent meeting she and the Grounds Manager had held with Dorset Council regarding speed surveys at potential SID locations.
Health and Safety Audit – The Town Clerk advised the Council that the annual health and safety audit had gone well.
Internal Audit and Risk Assessment – The interim audit and risk assessment review had taken place at the beginning of the week.
HRH Queen Elizabeth II Platinum Jubilee – The Town Clerk advised that no information regarding this future event was available at present but that she would advise the Town Council as soon as official details were released.
VE Day Celebrations – The Town Clerk reported that the initial meeting regarding the event had been well supported.
- TC/29/20 DAPTC AND NALC
The Town Clerk reminded the Councillors to look at the training and events available. Cllrs Lacey and Jones would be attending the DAPTC conference at the end of March.
- TC/30/20 CORRESPONDENCE
The Town Clerk advised the Council that Shaftesbury Town Council had submitted their Neighbourhood Plan, Sturminster Newton Town Council had been invited to comment as consultee's. The Council did not feel it necessary to submit a formal comment.
David Walsh from the Dorset Council Local Plan had written asking for

representatives to attend a Local Plan consultation event in Dorchester on the 6th March. Cllr Fraser agreed to attend with the Town Clerk. The Sturminster Newton Garden Group had written to request permission to use the area in front of the Railway Gardens to hold their annual plant sale. The Town Clerk will write to give approval on behalf of the Council.

TC/31/20	Cllr Lacey proposed to suspend Standing Order 3x in order to facilitate completion of the meeting agenda.	Cllr Lacey Cllr Reed
TC/32/20	<p>MEMBER INFORMATION</p> <p>Cllr Reed – Had received a request from the Slimming World group who hire the Scout Hall regarding issues with disabled access. The Town Clerk will ask the Grounds Manager to contact Cllr Reed to discuss a possible solution. Cllr Reed also expressed concern regarding the broken paving stones at Butts Pond Industrial Estate. The Town Clerk advised that this had previously been dealt with by the Ranger Service.</p> <p>Cllr Roake – Updated the Council regarding the transfer of assets and a change of Chair for the Sturfit Board of Trustees. The Council asked that the new Chair be invited to a Town Council meeting to talk about Sturfit's future plans.</p> <p>Cllr Taylor – Advised that there had been a good attendance at the initial VE Day planning meeting</p> <p>Cllr Lacey – Reported that she had attended the Business Breakfast Meeting at the White Hart where concerns regarding the dwindling Monday Market had been raised.</p>	
TC/33/20	To decide whether to exclude members of the press and public for confidential matters (pursuant to Public Bodies (Admission to Meetings) Act 1960, Section 1(2).	Cllr Rose Cllr Donaldson
TC/34/20	<p>SECTION 106 ARRANGEMENTS FOR 2/2017/1912/OUT</p> <p>The Council considered a report that had been previously circulated.</p> <p>The Council RESOLVED to REQUEST Section 106 funding for the following projects:</p> <ul style="list-style-type: none">• the Skate park extension• Improvement to the Riverside Meadows site• Play equipment at Ricketts Lane Recreation Ground	Cllr Rose Cllr Donaldson

The meeting was declared closed at 21.43

Invoices Due for Payment by 29 February 2020

For Creditors

Pay by Electronic Payment

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due	
Condor Office Solutions Ltd [CON02]									
31/01/2020	577407	184	Photocopying		31/01/2020	39.49		39.49	
Telephone :02380246090						Total of Invoices Due (CON02)	39.49	0.00	39.49
DC Garden Machinery [DCG01]									
03/02/2020	7829	186	Mower, Oil & Chain		03/02/2020	761.25		761.25	
Telephone :01258 475600						Total of Invoices Due (DCG01)	761.25	0.00	761.25
The Exchange [EXC01]									
31/01/2020	5911	190	Recharges Jan 20		31/01/2020	133.00		133.00	
04/02/2020	5928	189	Telephone Charges Jan 20		31/01/2020	14.96		14.96	
Telephone :01258 475137						Total of Invoices Due (EXC01)	147.96	0.00	147.96
Lynco UK Limited [LYR01]									
31/01/2020	6410252011	181	Pencils Labels Coffee		29/02/2020	58.22		58.22	
Telephone :0845 7676999						Total of Invoices Due (LYR01)	58.22	0.00	58.22
M & J Bowers [MJB01]									
07/01/2020	25161	183	Secure Document Destruction		07/01/2020	48.00		48.00	
Telephone :08000276255						Total of Invoices Due (MJB01)	48.00	0.00	48.00
Rialtas Business Solutions Ltd [RIA01]									
17/01/2020	27523	182	Making Tax Digital Support		17/01/2020	70.80		70.80	
						Total of Invoices Due (RIA01)	70.80	0.00	70.80
Rigby Taylor [RIG01]									
30/01/2020	RSIN0326633	185	Line Marking Nozzle		30/01/2020	3.24		3.24	
Telephone :01763 255510						Total of Invoices Due (RIG01)	3.24	0.00	3.24
Contact :Mr Simon Hughes									
SSE Southern Electric [SSE01]									
04/02/2020	91742842JAN	187	Street Lighting		04/02/2020	103.12		103.12	
04/02/2020	341741072JAN	188	Street Lighting		04/02/2020	16.86		16.86	
Telephone :03450701801						Total of Invoices Due (SSE01)	119.98	0.00	119.98
Sturminster Newton Building Supplies [STU001]									
07/01/2020	D0112024	191	Bench Repair Sundries		07/01/2020	50.30		50.30	
10/01/2020	D0112136	192	Bench Repair Sundries		10/01/2020	6.16		6.16	
15/01/2020	D0112258	193	Bench Repair Sundries		15/01/2020	67.06		67.06	



06/02/2020

Sturminster Newton Town Council

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Invoices Due for Payment by 29 February 2020

For Creditors

Pay by Electronic Payment

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due	
27/01/2020	D0112589	194	Bench Repairs & Safety Boots		27/01/2020	89.64		89.64	
31/01/2020	D0112736	195	Bench Repairs Moulding		31/01/2020	2.38		2.38	
Telephone :01258 474935						Total of Invoices Due (STU001)	215.54	0.00	215.54
						Total of Invoices Due (Creditors)	1,464.48	0.00	1,464.48
						TOTAL OF INVOICES DUE (ALL LEDGERS)	1,464.48	0.00	1,464.48

Chair's initials



Linked to Cashbook 1

Entered Month 10

by user KS

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
PRO01 PRODIGY							
<i>Monthly IT Support</i>	15/12/2019	SIL36243	1	260.34	0.00	260.34	0.00
Authorised: BACS020120							
					<u>0.00</u>	<u>260.34</u>	
Above paid on 02/01/2020 by Electronic Payment Ref DD020120							
MED001 Medisave UK Ltd							
<i>First Aid Supplies</i>	16/01/2020	1100903353	1	213.58	0.00	213.58	0.00
Authorised: DC170120							
					<u>0.00</u>	<u>213.58</u>	
Above paid on 17/01/2020 by Electronic Payment Ref DC170120							
TOT001 Total Gas & Power							
<i>Electricity Mill 1/12-31/12</i>	06/01/2020	204638440/20	1	15.77	0.00	15.77	0.00
Authorised: DD310120							
<i>Electricity Pavilion 1/12-31/1</i>	06/01/2020	204638450/20	1	222.72	0.00	222.72	0.00
Authorised: DD310120							
<i>Electricity Toilets 1/12-31/12</i>	06/01/2020	204638428/20	1	70.87	0.00	70.87	0.00
Authorised: DD310120							
<i>Electricity Clock 1/12-31/12</i>	06/01/2020	204638439/20	1	19.27	0.00	19.27	0.00
Authorised: DD310120							
					<u>0.00</u>	<u>328.63</u>	
Above paid on 31/01/2020 by Electronic Payment Ref DD310120							
ISU01 ISUZU							
<i>Monthly Vehicle Leases</i>	01/01/2020	MR19694075	1	654.78	0.00	654.78	0.00
Authorised: DD310120							
					<u>0.00</u>	<u>654.78</u>	
Above paid on 31/01/2020 by Electronic Payment Ref DD310120B							
Total Purchase Ledger Payments						<u>0.00</u>	<u>1,457.33</u>

Summary Income & Expenditure by Budget Heading at 31st January 2020

Month No: 10

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100 Office & Administration	Income	302,863	301,350	(1,513)			100.5%
	Expenditure	113,868	140,143	26,275	102	26,173	81.3%
	Net Income over Expenditure	<u>188,995</u>	<u>161,207</u>	<u>(27,788)</u>			
	plus Transfer from EMR	2,919					
	Movement to/(from) Gen Reserve	<u>191,914</u>					
120 Civic & Ceremonial	Expenditure	1,005	2,667	1,662		1,662	37.4%
200 Grounds Staff Payroll	Expenditure	94,470	117,326	22,856		22,856	80.5%
210 Workshop Premises	Expenditure	6,426	3,082	(3,344)	10	(3,354)	208.8%
	plus Transfer from EMR	4,698					
	Movement to/(from) Gen Reserve	<u>(1,728)</u>					
220 Grounds Operations	Expenditure	10,309	15,526	5,217	15	5,202	66.5%
230 Sports Pavilion & Facilities	Income	652	3,900	3,048			21.6%
	Expenditure	3,498	2,467	(1,031)	151	(1,182)	147.9%
	Movement to/(from) Gen Reserve	<u>(2,846)</u>					
240 Town Clock	Expenditure	452	562	110		110	80.5%
260 Play Facilities	Expenditure	6,363	8,912	2,549	2,772	(223)	102.5%
	plus Transfer from EMR	5,703					
	Movement to/(from) Gen Reserve	<u>(660)</u>					
280 Gardens & Ornamental	Expenditure	1,662	2,319	637	23	614	73.5%
300 Car Parks	Income	1,161	1,320	160			87.9%
	Expenditure	0	1,136	1,136		1,136	0.0%
	Movement to/(from) Gen Reserve	<u>1,161</u>					
320 Public Toilets	Expenditure	11,276	9,603	(1,673)	137	(1,810)	116.8%
	plus Transfer from EMR	4,000					
	Movement to/(from) Gen Reserve	<u>(7,276)</u>					
340 Allotments	Expenditure	13	54	41		41	23.4%
360 Cemetery	Income	4,027	4,500	473			69.5%
	Expenditure	1,370	1,963	593		593	69.8%
	Movement to/(from) Gen Reserve	<u>2,657</u>					
380 Sturminster Mill	Income	0	625	625			0.0%
	Expenditure	1,735	3,607	1,872		1,872	48.1%
	Movement to/(from) Gen Reserve	<u>(1,735)</u>					
400 Footway Lighting	Expenditure	2,968	7,623	4,657		4,657	38.9%
420 Town Centre	Expenditure	4,114	1,048	(3,066)		(3,066)	392.6%
440 Open Spaces	Expenditure	1,200	3,819	2,619		2,619	31.4%
480 Rights of Way	Expenditure	0	1,327	1,327		1,327	0.0%
500 Traffic Management	Expenditure	0	530	530		530	0.0%
540 Agency Agreements	Income	9,250	15,200	5,950			60.9%
900 Projects	Expenditure	1,000	4,481	3,481		3,481	22.3%

Continued over page

Summary Income & Expenditure by Budget Heading at 31st January 2020

Month No: 10

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	318,163	328,895	8,742			97.3%
Expenditure	281,747	328,215	66,468	3,211	63,258	88.7%
Net income over Expenditure	<u>56,406</u>	<u>(1,320)</u>	<u>(57,726)</u>			
plus Transfer from EMR	17,320					
Movement to/(from) Gen Reserve	<u>73,726</u>					

Approved on

5/3/2020

Chair's signature



Chair's initials

