

STURMINSTER NEWTON TOWN COUNCILMINUTES OF A MEETING OF THE TOWN COUNCILHeld on Thursday 4th January 2018 in the Council Chamber at 7.15pmPresent :

Councillor A. Donaldson (Town Mayor & Chairman)
 Councillor P. Batstone
 Councillor V. Fox
 Councillor C. Fraser

Councillor M. Jones
 Councillor H. Reed
 Councillor G. Rose
 Councillor C. Spackman

Absent: Councillor H Lacey and Councillor N CowellIn Attendance: Emma Lindsay (Town Clerk) and (Louise Plumridge) - Assistant Town Clerk, 4 members of the public

MINUTE NUMBER	COMMENTS	RESOLUTION <i>For each item, the proposer is named first followed by the seconder</i>
18/312	PUBLIC SESSION A member of the public addressed the Council to update on a planning matter adjacent to his home. Councillors noted his concerns.	
18/313	APOLOGIES FOR ABSENCE Apologies were received from Cllrs Lacey and Cowell. These apologies were accepted by the Members present.	
18/314	DECLARATIONS OF INTERESTS AND DISPENSATIONS Cllrs Fraser and Spackman advised they had spoken to the applicant but confirmed they had not discussed the application to be considered in Agenda Item 18/318.3.	
18/315	MINUTES OF THE PREVIOUS TOWN COUNCIL MEETING The minutes of the Town Council Meeting held on Thursday 7th December (pages 2513 to 2527) having been circulated and publicised prior to the meeting were taken as read and approved for signature by the chair as a true and correct record.	Cllr. Batstone Cllr. Fox
18/316	RECOMMENDATIONS FROM COMMITTEES i. <u>Finance & Personnel Committee - 14.12.17</u> The minutes of this committee meeting having been circulated and publicised in draft form were NOTED there being no recommendations made requiring ratification.	Cllr. Batstone Cllr. Spackman
18/317	FINANCIAL MATTERS i. <u>Approval of payments</u> The list of payments set out below on pages 2543-2545 and checked by Cllrs Batstone and Spackman was APPROVED.	Cllr. Batstone Cllr. Spackman

ii. Budget Comparison

The Budget Comparison was noted.

iii. Budget Virements

No virements to discuss.

18/318 CONSIDERATION OF PLANNING APPLICATIONS

The following applications were considered and the Council resolved to make the comments indicated

1	<i>Plan Number</i> 2017/12/01	<i>District Reference</i> 2/2017/1510/FUL		
	<i>Applicant</i> Mr P Hannam Bagber	<i>House Name</i> Dairyhouse Farm	<i>Road</i> Chapel Lane	<i>Locality</i> Chapel Lane
	<i>Town</i> Sturminster Newton	<i>County</i> Dorset		<i>Post Code</i>

Station 1 No. temporary mobile home for use as an agricultural worker's dwelling (retrospective).

STURMINSTER NEWTON TOWN COUNCIL Comment:

Objections on the grounds of insufficient agricultural need and unsuitable impact on landscape and rural setting

Cllr. Spackman
Cllr. J Rose

2	<i>Plan Number</i> 2017/12/02	<i>District Reference</i> 2/2017/1652/FUL		
	<i>Applicant</i> Hart and Sons Dorset Ltd	<i>House Name</i> Rosemary Cottage	<i>Road</i> Station Road	
	<i>Town</i> Sturminster Newton	<i>County</i> Dorset		<i>Post Code</i> DT101BD

Change of use of garden to Rosemary Cottage to provide retail car parking.

Demolish the existing garden centre. Extend shop to form a kitchen display area.

Form new garden centre and café.

STURMINSTER NEWTON TOWN COUNCIL Comment:

No objections

Sturminster Newton Town Council fully supports the activity of Sturminster Newton's leading retailer.

Cllr. Reed
Cllr. Rose

3	<i>Plan Number</i> 2017/12/03	<i>District Reference</i> 2/2017/1756/FUL		
	<i>Applicant</i> Mr M Terrey	<i>House Name</i> Lester House	<i>Road</i> 7 Bridge Street	
	<i>Town</i> Sturminster Newton	<i>County</i> Dorset		<i>Post Code</i> DT101AP

Erect two rear extension comprising a ground floor retail storage area, extension to

the existing first floor flat, and 1 no. new second floor flat.

Install 2 no. dormer

windows to front and 1 no. rooflight to rear. Erect retaining

Cllr. Fraser
Cllr. Reed

walls and steps in rear garden (demolish existing rear extension).

STURMINSTER NEWTON TOWN COUNCIL Comment:

No objections

Sturminster Newton Town Council fully support the plans to materially improve the property and also the provision of 2 additional accommodation opportunities.

18/319 ECONOMIC DEVELOPMENT

Cllr. Spackman reported:

Enterprise Hub - The project had started with the Consultant starting a feasibility study at Rolls Mill. Cllr Spackman and Jones were intending to visit Cornwall and some hubs in the West Midlands (Ludwell and Hereford) to see similar sized projects. The Local Enterprise Partnership had been approached to see if there are any funding opportunities as well as Simon Hoare MP if any central government funding possible. This project will need private and public sector funding.

The Town Website - Cllr Spackman provided the Committee with a progress update on the Town Website and gave a presentation of its functions.

Banks - Cllr Spackman advised on the loss of business in Sturminster as a result of the banks closing and the inefficiency of ATMs (automatic telling machines) in the town leaving people without cash to spend locally. A discussion ensued about an alternative app that could help people and businesses alike without incurring bank fees (an article is available about this on the Stur News facebook). Cllr Batstone offered to email the information around. Thanks were expressed to Cllr Spackman for his hard work.

18/320 DISTRICT COUNCILLORS' REPORTS

The Town Clerk reported that District Cllr Roake's report had been circulated to Members.

Cllr Fox apologised he had not prepared a report.

18/321 COUNTY COUNCILLOR'S REPORT

The Town Clerk report had been circulated to Members. Cllr Batstone added there was nothing to report.

18/322 MAYOR'S REPORT

The Town Clerk reported that the Mayor's report had been circulated to Members. Members expressed thanks to Cllr Donaldson and the Mayoress for attending the 24 festive window displays during December. Members agreed it was an excellent idea and hoped it could be planned for again next year. Cllr Jones expressed thanks and recognition to Jacqui Wragg for setting the project up.

18/323 COMMUNICATIONS FROM DAPTC AND NALC

No correspondence requiring Members' attention had been received.

18/324 TOWN CLERK'S REPORT AND CORRESPONDENCE

The Town Clerk's monthly report having been circulated and publicised was noted. The Town Clerk confirmed the appointment of Mrs L Plumridge as Assistant Town Clerk, who was formally introduced to Members. The Town Clerk advised that work on the budget was ongoing and the Councillor vacancy had been advertised.

An extraordinary meeting would be held in February for Councillors to meet the candidates.

18/325

CORRESPONDENCE - The following was received and noted:

- i. Thank you letter from the Dorset Blind Association for their grant.
- ii. Thank you letter from Life Education Wessex for their grant.

18/326

INFORMATION FROM MEMBERS

Cllr Batstone reported that The Natural History Museum's famous Diplodocus skeleton cast, known as Dippy is touring the UK from early 2018. 5 towns in Dorset have been selected, Sturminster Newton being one of them. A community artist will come to the town one day to create a piece of artwork, making a link with the Jurassic coastline.

Cllr Spackman advised there are access difficulties for people with disabilities in the town. Some of these problems have been aired on facebook and he is meeting people to understand the issues and constraints. He will report back at the next Planning and Environment Committee Meeting. Cllr Donaldson agreed it was important to improve access issues and hoped that some of the problems could be addressed.

Cllr Spackman advised he and the Town Clerk are to meet Sturfit to discuss future plans for the Leisure Centre.

Cllr Spackman advised the Community Shop now had a legal entity as a community beneficial society and its charitable aim is to improve the environment in the town. A lease and governance still need to be actioned.

Cllr Rose advised the Youth Club is starting a Duke of Edinburgh Scheme.

Cllr H Reed expressed thanks to Cllr Donaldson and the Mayoress for attending the Christmas Dinner held to help reduce loneliness. Cllr Batstone expressed thanks also to Cllr Reed for organising the event.

Cllr Reed advised the Meeting of fuel theft recently and that 3 of the Nordcat buses had been drained of diesel.

Cllr Donaldson also thanked Cllr Reed for the Christmas Dinner. The Scouts had helped as well and the event had been very successful.

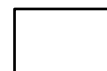
Cllr Donaldson also advised he and the Mayoress had attended the re-opening of the Youth Club.

The Chairman declared the meeting closed at 8.20pm.

Emma Lindsay
Town Clerk

Sturminster Newton Town Council Payments 4th January 2018

Tn no	Cheque	Gross	Vat	Net	Invoice date	Details	Cheque Total
1241	002324	£4.90	£0.23	£4.67	01/12/17	Southern Electric - Unmetered electricity	
1242	002324	£50.57	£2.40	£48.17	01/12/17	Southern Electric - Unmetered electricity	£55.47
1258	BACS1801 10A	£54.85	£0.00	£54.85	28/11/17	A & K Auto's Ltd - MOT Ford Transit HG55 XCW	£54.85
1243	BACS1801 10B	£24.12	£4.02	£20.10	30/11/17	Condor Office Solutions - Photocopier	£24.12
1263	BACS1801 10C	£2,674.53	£0.00	£2,674.53	22/12/17	H M Revenue & Customs - Tax & NIC- December 2017	£2,674.53
1262	BACS1801 10D	£71.95	£11.99	£59.96	14/12/17	Hammond A & Sons Ltd - Renew office door seals	£71.95
1239	BACS1801 10E	£21.10	£3.52	£17.58	21/11/17	Hart & Sons (Dorset) Ltd - Grounds sundries	
1255	BACS1801 10E	£10.32	£1.72	£8.60	06/11/17	Hart & Sons (Dorset) Ltd - Swarfega & stickers for workshop	
1256	BACS1801 10E	£9.23	£1.54	£7.69	15/11/17	Hart & Sons (Dorset) Ltd - Side cutters & cable ties for workshop	
1		£5.66	£0.94	£4.72		ASC Side cutters for workshop	
2		£3.57	£0.60	£2.97		ASC Cable ties for workshop	
1257	BACS1801 10E	£10.61	£1.77	£8.84	07/11/17	Hart & Sons (Dorset) Ltd - Castor for street sweeper	
1259	BACS1801 10E	£14.75	£2.46	£12.29	17/11/17	Hart & Sons (Dorset) Ltd - Paint & brushes for	£66.01
1253	BACS1801 10F	£2,640.00	£440.00	£2,200.00	09/11/17	Maverick Industries - Skatepark retention release	£2,640.00
1261	BACS1801 10G	£124.61	£20.77	£103.84	11/12/17	Octopus Personnel - Office temporary w/e 10/12/17	£124.61
1254	BACS1801 10H	£34.80	£5.80	£29.00	05/12/17	Sage (UK) Ltd - P60 Stationery	£34.80
1240	BACS1801 10J	£101.32	£16.89	£84.43	13/11/17	Sturminster Newton Building Supplies - Pins & staples	£101.32
1		£99.00	£16.50	£82.50		CPC Pins for skate park fence	
2		£2.32	£0.39	£1.93		ASC Staples for workshop	
1260	BACS1801 10K	£5,100.00	£850.00	£4,250.00	06/12/17	Spectrum Efficient Energy Ltd - Wash Stations in Station Road toilet	£5,100.00
Total		£10,947.66	£1,363.11	£9,584.55			



Payments between meetings Salaries 22nd December 2017

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
1244-1252	BACS1712 22A-J	£10,055.89	£0.00	£10,055.89 18/12/17	Various employees- Salaries-December 2017	£10,055.89
Total		£10,055.89	£0.00	£10,055.89		

Financial Budget Comparison

Comparison between 01/04/17 and 04/01/18 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/17

	2017/2018	Actual Net	Balance
INCOME			
Full Council			
91070	2016/17 General	£0.00	£0.00
91105	2016/17 Neighbourhood Development Plan	£0.00	£0.00
91125	2016/17 Community Garden Project	£0.00	£0.00
Total Full Council		£0.00	£0.00
Office & Administration Committee			
100	Precept	£229,674.00	£229,674.00
105	Contributions to Expenditure	£970.00	£387.25
110	Interest - Public Sector Deposit Fund	£150.00	£93.04
115	Interest - Bath Building Society	£150.00	£0.00
120	Chamber hire	£1,000.00	£612.50
125	Grants received	£0.00	£0.00
130	Photocopying, printing, etc.	£20.00	£0.00
135	Insurance Settlements	£0.00	£0.00
140	VAT reclaimed	£1,150.00	£3,458.10
199	Other	£0.00	£0.00
Total Office & Administration Committee		£233,114.00	£234,224.89
Amenities & Services Committee			
200	Recreation Grounds	£4,250.00	£1,180.00
205	Cemetery	£5,250.00	£3,320.00
210	Agency Agreements	£6,200.00	£4,451.12
215	Street cleansing	£9,000.00	£9,000.00
220	Contributions	£625.00	£576.19
225	Allotments	£0.00	£12.19
299	Other	£0.00	£0.00
Total Amenities & Services Committee		£25,325.00	£18,539.50
Capital Projects Committee			
300	Developer Contributions	£75,000.00	£0.00
399	Other contributions, grants & donations	£0.00	£5,488.00
Total Capital Projects Committee		£75,000.00	£5,488.00
Total Income		£333,439.00	£258,252.39

Financial Budget Comparison

Comparison between 01/04/17 and 04/01/18 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/17

	2017/2018	Actual Net	Balance
EXPENDITURE			
Full Council			
95040	2016/17 Petty Cash	£0.00	£0.00
95050	2016/17 Accounting Costs	£0.00	£0.00
95070	2016/17 Other pre-committed	£0.00	£0.00
95110	2016/17 Grounds Maintenance	£0.00	£0.00
95115	2016/17 Workshop heating	£0.00	£0.00
95135	2016/17 Town Orderly Service	£0.00	£0.00
95140	2016/17 Allotments - Filbridge Rise	£0.00	£0.00
95155	2016/17 Street Furniture	£0.00	£0.00
95175	2016/17 Butts Pond LNR	£0.00	£0.00
95180	2016/17 Railway Gardens	£0.00	£0.00
95200	2016/17 General	£0.00	£0.00
95265	2016/17 Market Column	£0.00	£0.00
95300	2016/17 Community Garden Project	£0.00	£0.00
Total Full Council		£0.00	£0.00
Office & Administration Committee			
1000	Office staff payroll	£52,000.00	£47,427.31
1010	Office premises	£8,200.00	£4,656.04
1020	Office facilities & operations	£9,800.00	£6,110.52
1030	Insurance	£6,500.00	£5,930.22
1040	Bank Charges	£500.00	£166.80
1045	Professional fees	£4,500.00	£5,567.10
1050	Civic & ceremonial	£1,650.00	£1,095.80
1060	Training	£2,250.00	£981.88
1070	Subscriptions	£1,191.00	£933.02
1080	Loan repayments	£15,418.00	£7,708.76
1090	VAT paid	£0.00	£0.00
1999	Other	£0.00	£0.00
Total Office & Administration Committee		£102,009.00	£80,577.45
Amenities & Services Committee			
2000	Grounds staff payroll	£100,000.00	£70,288.63
2010	Workshop premises	£2,575.00	£2,089.40
2020	Grounds operations	£6,350.00	£4,096.28
2030	Sports pavilion & facilities	£2,325.00	£1,238.34
2040	Town Clock	£530.00	£382.35
2050	Play facilities	£3,400.00	£428.30
2060	Gardens & ornamental	£615.00	£755.46
2070	Car Parks	£100.00	£0.00
2080	Public toilets	£9,900.00	£7,966.21
2090	Allotments	£50.00	£22.26
2100	Cemetery	£1,850.00	£1,584.18



Financial Budget Comparison

Comparison between 01/04/17 and 04/01/18 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/17

		2017/2018	Actual Net	Balance
2110	Sturminster Mill	£3,400.00	£2,286.71	£1,113.29
2120	Footway lighting	£3,950.00	£1,708.83	£2,241.17
2130	Town Centre	£400.00	£154.90	£245.10
2140	Open Spaces	£2,100.00	£0.00	£2,100.00
2150	Benches & Other Infrastructure	£200.00	£1,724.54	-£1,524.54
2160	Events & Festivals	£300.00	£6.66	£293.34
2170	Rights of Way	£1,250.00	£343.58	£906.42
2180	Traffic management	£500.00	£0.00	£500.00
2190	Tree management	£1,000.00	£0.00	£1,000.00
2999	Other	£0.00	£525.00	-£525.00
Total Amenities & Services Committee		£140,795.00	£95,601.63	£45,193.37
Capital Projects Committee				
3000	Section 137	£0.00	£0.00	£0.00
3010	Grants	£4,350.00	£3,978.00	£372.00
3020	Skate Bowl Project	£89,500.00	£99,109.16	-£9,609.16
3030	Neighbourhood Development Plan	£4,470.00	£8,534.00	-£4,064.00
3035	WW1 Centenary Commemoration	£0.00	£0.00	£0.00
3040	Economic Development Plan	£0.00	£2,402.71	-£2,402.71
3045	Community Resource Support	£32,000.00	£0.00	£32,000.00
Total Capital Projects Committee		£130,320.00	£114,023.87	£16,296.13
Total Expenditure		£373,124.00	£290,202.95	£82,921.05
Total Income		£333,439.00	£258,252.39	-£75,186.61
Total Expenditure		£373,124.00	£290,202.95	£82,921.05
Total Net Balance		-£39,685.00	-£31,950.56	

18/320 District Councillors Report - Cllr Michael Roake- Sturminster Newton Ward NDDC

Update on NDDC Offices at Nordon Blandford.

The building known currently as 'the Lodge' which is situated on the eastern corner of the Nordon site, next to Salisbury Road. Has been refurbished it will be operational by the end of January 2018.

Staff are currently relocating and making the transition to the new location. It is a few metres away from the current NDDC office. A small car park with around 13 bays is being created directly in front of the building, which will accommodate dedicated disabled spaces. The new office is easily accessible from the road.

The Lodge has been re-designed internally to make it more customer friendly and accessible providing access into the building and there will be different staff zones to accommodate multi-agency working.

The move will give the Council an opportunity to offer a more modern service. The reception area will include touchscreen computers and a cloud based appointment system will be in use. Opening hours will remain the same and will continue to provide face to face customer services. Other services will include Building Control, Technical Services, Stour Valley and Poole Partnership and duty officers.

At its meeting in December I took a report to Cabinet- proposing a New Policy Prohibiting the release of Sky Lanterns and Helium Balloons from Land and premises owned by NDDC.

Cabinet approved the introduction of a new policy prohibiting the release of Sky Lanterns and Helium Balloons from land and premises owned by the Council.

The mass intentional release of helium filled latex balloons or similar and sky lanterns have increased nationally in recent years. Although the sight of lanterns and balloons being released is very attractive. These balloons and lanterns pose hazards to wildlife and livestock causing injury and death. Lanterns can also cause injury to humans, damage to buildings; they are a threat to aviation especially in low flying areas of the District and cause false call-outs to the emergency services.

I also approved the increase in the price of activities as proposed by the council's operator of Blandford Leisure Centre, SLM Ltd, with effect from 26 October 2017.

LGR update

Members will be aware that the Secretary of State made his 'minded to' announcement on 7 November 2017 a period of consultation ends on 8 January 2018. Purbeck DC and East Dorset DC have withdrawn their objections to the proposed LGR. With Christchurch DC due to consider the results of their recent public consultation on LGR at a meeting to take place on the 2nd January.

I am involved in a Task and Finish Group as part of LGR looking at Council Tax Harmonisation this is a potential complex area.

Other Task and Finish Groups are in the process of being established including another complex area Electoral Boundary Review.

It is anticipated the Secretary of State will make a final announcement by early/middle February 2018. The parliamentary process will be to follow with a view to it becoming law by early June 2018.

18/321 County Councillor's Report - Cllr Pauline Batstone

December was a quiet month in terms of County and District Council formal Meetings, the only ones I attended being the monthly Special Educational Needs Delivery (SEND) Board, the NDDC Economy Board and the Dorset Community Safety Partnership.

The SEND Board continues to monitor the progress being made to eat into the backlog of requests for Education, Care and Health Assessments of young people with special needs which the County Council found itself swamped with when the new legislation was introduced. It is hoped that the early part of this year will finally achieve that catch up, through the use of agency staff and additional staff deployment.

The Economy Board is working to promote tourism in North Dorset because of the contribution this can make to the local economy. It is doing this through the establishment of a tourism board for this area plus promoting the use of the social media site Visit Dorset by our local tourist businesses.

The Dorset Community Safety Partnership's work tends to be dominated by the urban areas whilst North Dorset continues to be a low crime area.

During the month I attended only four meetings at Parish/Town level and gave my apologies to one. I also attended the Dorset Community Action Annual General Meeting in my capacity as a Board Member, and the subsequent training session on funding applications. I chaired the monthly Dorset Race Equality Council Board and am currently working to recruit a new Chief Executive Officer. In my role as Equalities Champion for DCC I am involved in the work to revise the cross-county Equalities Policy and how it is implemented by the local authorities.

In Sturminster Newton in particular I am part of the Group planning to open an Enterprise Hub on the Rolls Mill Industrial estate with the aim of bringing more, and better paid work to the area. I am involved with the plans for a Community Shop in Sturminster to generate funds to be used to improve the infrastructure in the town and make it a more attractive place for people to visit of shop. I am a Member of the Youth Club Committee and also liaise closely with the High School and the primary schools in the Division.

During the Christmas period within the Division I managed four carol services, three Christmas dinners (in addition to family ones), one mid-night mass, one Christmas Market and Tree lighting, 24 Advent Window openings and an untallied quantity of mince pies, sausage rolls and mulled wine. The first problem-raising phone call of the New Year was received from a resident at 12.00 noon on New Year's Day.

18/322 Mayor's Report - Cllr Andrew Donaldson

December is always a busy month and this year even more so. Apart from the usual Civic events throughout the county we attended the opening of most of the Advent Calendar Shop windows each night in December and, as you may have seen in the Blackmore Vale, I was involved in the Methodist nativity montage outside The Swan on Christmas Eve dressed as a "wise man" !

Other events attended during the month:

5th December

Newstone House Medieval Banquet . I was unable to attend due to work but the Mayoress attended representing both of us.

15th December

Finance check at the Council Office 20th December
Council staff Christmas lunch at The Swan. Again I was unable to attend due to work but the Mayoress represented both of us.

25th December

Attended the Christmas lunch for people on their own on Christmas Day organised by Cllr. Reid who is to be congratulated and thanked for her effort along with those who helped her.

31st December

Attended New Year celebrations at Newstone House

Approved on:

Chair's signature:

Draft pending approval