

STURMINSTER NEWTON TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING
Held on Thursday 4th July 2019 in the Council Chamber at 7.15 pm

Present :

Councillor S Bevis	Councillor H Reed
Councillor A Donaldson	Councillor G Rose
Councillor M Jones (Deputy Mayor)	Councillor R Taylor
Councillor H Lacey (Mayor)	

Absent: Cllr L Chater, Cllr C Fraser, Cllr J Janes, Cllr M Roake

In attendance: 2 Members of the Public, Mrs 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/122/19	PUBLIC SESSION There were no comments from members of the public	
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TC/123/19	APOLOGIES FOR ABSENCE Apologies were received from Cllr's Chater, Fraser, Janes, Roake. These apologies were accepted by the Members present.	
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TC/124/19	DECLARATIONS OF INTERESTS AND DISPENSATIONS Cllr Rose declared an interest due to his involvement in the project due to be discussed in item 17.	
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TC/125/19	MINUTES OF THE PREVIOUS MEETING The minutes of the Annual Town Council Meeting held on 13th June 2019, 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. Reed Cllr. Donaldson
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TC/126/19	CONSIDERATION OF PLANNING APPLICATIONS	
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1	Plan Number 2019/06/02	District Reference 2/2019/0759/LBC	Site Reference
	Case Officer		
	Applicant	House Name	Road
	Mr V Fox	21 Church Street	
	Town	County	Post Code
	Sturminster Newton	Dorset	DT101DB
	Replace asbestos roof on lean-to extension and carry out all associated works in association to this.		

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

Cllr Jones
Cllr Reed

Chair's initials



2	Plan Number 2019/06/03	District Reference 2/2019/0763/HOUSE	Site Reference
	Case Officer		
	Applicant Mr and Mrs R Clark	House Name Corallian	Road Glue Hill
	Town Sturminster Newton	County Dorset	Post Code DT102DJ
	Erect wooden shed/workshop		

No Objections.

The application is not in breach of any material planning considerations and is compliant with Sturminster Newton Neighbourhood Plan.

Clr Donaldson
Clr Jones

TC/127/19

i. APPROVAL OF PAYMENTS

The Council RESOLVED to APPROVE the payments listed below.

Clr Rose
Clr Lacey

ii. BUDGET COMPARISON

The Budget Comparison as at the 31st May 2019 was NOTED.

iii. VIREMENTS

The Council RESOLVED to APPROVE the following virements.

£4500 from 2018-19 Office Reserve to code 1020 Office Facilities

£8000 from 2018-19 Amenities Reserve to code 2050 Play Facilities

£4000 from 2018-19 Amenities Reserve to code 2080 Public Toilets

Clr Rose
Clr Taylor

TC/128/19

RECRUITMENT AND APPOINTMENT OF A GROUNDS OPERATIVE

The Council considered the written report circulated with the meeting papers.

The Council RESOLVED to APPROVE the recruitment and appointment of a grounds operative.

Clr Donaldson
Clr Jones

TC/129/19

IMPLEMENTATION OF SECURITY IMPROVEMENTS TO THE GROUNDS WORKSHOP

After considering the written information circulated with the meeting papers.

The Council RESOLVED to APPROVE the security improvements to the grounds workshop using funds from the car park project reserve.

Clr Taylor
Clr Jones

TC/130/19

TOWN COUNCIL PUBLICATION SCHEME

After considering the written information circulated with the meeting papers.

The Council RESOLVED to APPROVE the revised Town Council Publication Scheme.

Clr Jones
Clr Rose

TC/131/19

DORSET COUNCILLORS REPORT

The Councillors considered a written report which had been previously circulated by Dorset Clr Jones. The Town Mayor and Clerk will meet with Clr Jones to discuss possible solutions to current issues. The Town Councillors felt it was important they be represented in any discussions regarding a town plan.

TC/132/19

TOWN MAYORS REPORT

The Town Mayor reported on a meeting arranged by the Town Clerk regarding the Station Road Pedestrian zone. The meeting was attended by representatives from Dorset Police and Dorset Council Highways. Dorset Council officers had agreed to seek advice from their legal services colleagues regarding possible variations to the traffic order. She also reported that the

Men in Sheds group were encountering issues with their premises move and that a sporting event was being planned for students with special educational needs in the local area.

TC/133/19

DAPTC AND NALC

No correspondence had been received.

TC/134/19

TOWN CLERKS REPORT

The Town Clerk reported that the Riverside Meadows car park would be used for the A357 repairs.

She then gave an update on the repairs needed to the Town bridge.

Permission had been granted to Highways to place scaffolding in the river, which will avoid traffic disruption. The work is due to start when the stone masons have finished at Durweston Bridge.

The Clerk also encouraged Councillors to attend the business planning workshop scheduled for 11th July 2019.

TC/118/19

CORRESPONDENCE

The Town Clerk reported that no correspondence within the terms of reference had been received.

TC/119/19

MEMBER INFORMATION

Cllr Donaldson – Conveyed concerns voiced from various residents of Barnes Close regarding the planned surface dressing. He warned that there was some confusion regarding the works scheduled at the bridge. The Clerk advised that a message had been posted on the Town Council website to advise that the bridge would remain open during the planned work.

He also shared with the Council that after many years as the Town Councils representative on the William Barnes School Governors he would be stepping down from this role.

Cllr Taylor – Reported that he had visited the Youth Club as the Council representative.

Cllr Rose – Reminded the Council of the Youth Club Event on the 27th July and encouraged them to share this with residents. He had also attended the Scouts AGM.

Cllr Lacey – Reported that the works on the footpath at the town bridge should be completed before the Cheese Festival. She also informed the Council that the library had appointed a new manager.

TC/120/19

EXCLUDE MEMBERS OF THE PUBLIC

In exercise of the power conferred by the Public Bodies (Admission to Meetings) Act 1960, Section 1(2) the Committee RESOLVED that member of the public and press be excluded from the Meeting on the grounds that the business to be transacted being of a confidential nature it is likely that personal and/or exempt information would otherwise be improperly disclosed and members would feel unable to discuss the matter freely.

Cllr Donaldson
Cllr Taylor

TC/121/19

RICKETTS LANE RECREATION GROUND

Having fully considered the report previously circulated to the members.

The Council RESOLVED to PROCEED with option A as outlined in the report.

Cllr Taylor
Cllr Bevis

The meeting was closed at 8.20pm

Approved On.....

5/9/19

Chair's Signature



Chair's initials



BACS payments approval list

Start of year 01/04/19

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
2310	BACS1907 09	£121.52	£20.25	£101.27 31/05/19	SturQuest - Bistech Support 3/7/19-2/7/19	£121.52
2311	BACS1907 09	£26.40	£4.40	£22.00 31/05/19	Cox C.J Ltd - Hose Clip	£26.40
2316	BACS1907 09	£235.20	£39.20	£196.00 31/05/19	Smith of Derby Ltd - Town Clock Service	£235.20
2315	BACS1907 09	£34.87	£1.66	£33.21 06/06/19	Northover G & Sons Ltd - Fuel	£108.26
2307	BACS1907 09	£78.44	£13.08	£65.36 10/06/19	Chubb Fire Ltd - Fire Extinguisher Service	£78.44
2308	BACS1907 09	£69.70	£11.62	£58.08 12/06/19	The Consortium - Office Stationery	£69.70
2317	BACS1907 09	£484.28	£80.72	£403.56 12/06/19	Thorngrove Garden Centre - Plant Sales	£484.28
2305	BACS1907 09	£35.62	£1.70	£33.92 18/06/19	Northover G & Sons Ltd - Fuel	£108.26
2275	BACS1907 08	£2,869.13	£0.00	£2,869.13 19/06/19	H M Revenue & Customs -	£2,869.13
2309	BACS1907 09	£52.23	£2.48	£49.75 25/06/19	Southern Electric - Market Place Electricity	£52.23
2314	BACS1907 09	£144.00	£24.00	£120.00 26/06/19	NFU Mutual - Quallsafe First Aid Course - Ken Wilson	£144.00
2304	BACS1907 09	£37.77	£1.80	£35.97 27/06/19	Northover G & Sons Ltd - Fuel	£108.26
2313	BACS1907 09	£6,549.60	£1,091.60	£5,458.00 27/06/19	Spectrum Efficient Energy Ltd` - 2 x new wash stations	£6,813.60
2312	BACS1907 09	£264.00	£44.00	£220.00 28/06/19	Spectrum Efficient Energy Ltd` - 2 x wash station service	£6,813.60
2303	BACS1907 09	£133.00	£15.75	£117.25 30/06/19	The Exchange -	£133.00
1		£58.69	£9.78	£48.91	OA Electricity June 19	
2		£5.81	£0.97	£4.84	OA Alarms June 19	
3		£20.79	£0.00	£20.79	OA Water June 19	
4		£27.41	£4.57	£22.84	OA Gas June 19	
5		£2.60	£0.43	£2.17	OA Refuse June 19	
6		£17.70	£0.00	£17.70	OA Insurance June 19	
2306	BACS1907 09	£675.00	£0.00	£675.00 01/07/19	Andrew Godge - Painting of Railings on Town Bridge	£675.00
Total		£11,810.76	£1,352.26	£10,458.50		

Direct Debits June 2109

Start of year 01/04/19

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
2286	DD190603	£186.11	£31.02	£155.09 18/05/19	British Telecommunications Plc	£186.11

Chair's initials



						- Quarterly Bill for 01258 475413	
2285	DD190603	£260.34	£43.39	£216.95	03/06/19	Prodigy PC - June Silver Support Charge	£260.34
2287	DD190603	£437.00	£0.00	£437.00	03/06/19	Dorset Council - Business Rates Council Offices	£589.00
2288	DD190603	£152.00	£0.00	£152.00	03/06/19	Dorset Council - Business Rates Cemetery	£589.00
2289	DD190603	£41.24	£6.87	£34.37	04/06/19	Harvest Energy - Fuel	£41.24
2294	DD190621	£49.53	£2.35	£47.18	06/06/19	Total Gas & Power Ltd - Electricity Public Toilets	£161.75
2295	DD190621	£54.71	£9.12	£45.59	06/06/19	Total Gas & Power Ltd - Electricity The Mill	£161.75
2296	DD190621	£57.51	£2.73	£54.78	06/06/19	Total Gas & Power Ltd - Electricity Pavilion	£161.75
2290	DD190612	£1,950.17	£0.00	£1,950.17	12/06/19	Royal London-Scottish Life -	£1,950.17
2291	DD190617	£10.40	£0.00	£10.40	17/06/19	Natwest Bank Plc - Bankline Charges	£10.40
2292	DD190617	£114.12	£19.02	£95.10	17/06/19	British Telecommunications Plc - Quarterly Bill for Broadband	£114.12
2293	DD190617	£246.00	£0.00	£246.00	17/06/19	Dorset Council - Business Rates Public Toilets	£246.00
2297	DD190625	£44.48	£7.41	£37.07	18/06/19	Harvest Energy - Fuel	£44.48
2298	DD190627	£1,950.17	£0.00	£1,950.17	27/06/19	Royal London-Scottish Life -	£1,950.17
2299	DD190628	£1.31	£0.00	£1.31	28/06/19	Natwest Bank Plc - Bank Charges	£12.01
2300	DD190628	£10.70	£0.00	£10.70	28/06/19	Natwest Bank Plc - Bank Charges	£12.01
2301	DD190628	£654.78	£109.13	£545.65	28/06/19	Isuzu Contract Hire - Vehicle Leases	£654.78
Total		£6,220.57	£231.04	£5,989.53			

Salaries June 2019

Total £11,001.11

Petty Cash

Start of year 01/04/19

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
2318	P.Cash Chq 2349	£5.25	£0.00	£5.25 30/04/19	Co-op - Milk, Refreshments	£39.55
2319	P.Cash Chq 2349	£17.50	£0.00	£17.50 30/04/19	Co-op - Refreshments for Finance Training	£39.55
2320	P.Cash Chq 2349	£32.00	£0.00	£32.00 30/04/19	The Stur of The Moment - Refreshments for Finance Training	£32.00
2321	P.Cash Chq 2349	£14.49	£0.00	£14.49 30/04/19	Wessex Photographic - Civic Gift (V Fox)	£14.49
2322	P.Cash Chq 2349	£0.99	£0.00	£0.99 30/04/19	One Stop - Wrapping Paper for Civic Gift (Fox)	£0.99
2323	P.Cash Chq 2349	£2.99	£0.00	£2.99 30/04/19	Hansons Fabrics - Safety Pins for Civic Regalia	£2.99

Chair's initials



2324 P.Cash Chq 2349	£4.50	£0.00	£4.50	31/05/19	Co-op - Milk, Biscuits for event	£39.55
2325 P.Cash Chq 2349	£12.30	£0.00	£12.30	30/06/19	Co-op - Milk, Coffee, Dishwasher Tablets	£39.55
2326 P.Cash Chq 2349	£4.30	£0.00	£4.30	30/06/19	Hart & Sons (Dorset) Ltd - Condolence Cards	£4.30
2327 P.Cash Chq 2349	£8.40	£0.00	£8.40	30/06/19	Post Office Ltd - Stamps	£8.40
Total	£102.72	£0.00	£102.72			

Financial Budget Comparison

Comparison between 01/04/19 and 30/06/19 inclusive.

Excludes transactions with an invoice date prior to 01/04/19

		2019/2020	Actual Net	Balance
INCOME				
Office & Administration				
100	Precept	£300,645.00	£150,322.50	-£150,322.50
105	Contributions to Expenditure	£970.00	£0.00	-£970.00
110	Interest - Public Sector Deposit Fund	£150.00	£148.88	-£1.12
115	Interest - Bath Building Society	£150.00	£0.00	-£150.00
120	Chamber hire	£400.00	£5.00	-£395.00
125	Grants received	£0.00	£0.00	£0.00
126	Contributions Received	£0.00	£0.00	£0.00
130	Photocopying, printing, etc.	£5.00	£0.00	-£5.00
135	Insurance Settlements	£0.00	£0.00	£0.00
140	VAT reclaimed	£0.00	£1,224.37	£1,224.37
199	Other	£0.00	£0.00	£0.00
Total Office & Administration		£302,320.00	£151,700.75	£150,619.25
Amenities & Services				
200	Recreation Grounds	£4,250.00	£30.00	-£4,220.00
205	Cemetery	£4,500.00	£725.00	-£3,775.00
210	Agency Agreements	£6,200.00	£150.00	-£6,050.00
215	Street cleansing	£9,000.00	£0.00	-£9,000.00
220	Contributions	£625.00	£0.00	-£625.00
225	Allotments	£0.00	£0.00	£0.00
299	Other	£0.00	£0.00	£0.00
Total Amenities & Services		£24,575.00	£905.00	£23,670.00
Capital Projects				
300	Developer Contributions	£0.00	£0.00	£0.00
399	Other contributions, grants & donations	£0.00	£0.00	£0.00
Total Capital Projects		£0.00	£0.00	£0.00
Total Income		£326,895.00	£152,605.75	-£174,289.25
EXPENDITURE				
Office & Administration				
1000	Office staff payroll	£79,750.00	£18,841.62	£60,908.38

Chair's initials



1010	Office premises	£8,699.00	£1,857.90	£6,841.10
1020	Office facilities & operations	£13,682.00	£1,219.79	£12,462.21
1030	Insurance	£7,214.00	£0.00	£7,214.00
1040	Bank Charges	£530.00	£116.77	£413.23
1045	Professional fees	£10,970.00	£325.00	£10,645.00
1050	Civic & ceremonial	£2,369.00	£600.00	£1,769.00
1060	Training	£3,183.00	£625.00	£2,558.00
1070	Subscriptions	£1,264.00	£1,072.88	£191.12
1080	Loan repayments	£15,881.00	£7,708.76	£8,172.24
1090	VAT paid	£0.00	£0.00	£0.00
1999	Other	£0.00	£0.00	£0.00
3050	Petty Cash	£0.00	£0.00	£0.00
Total Office & Administration		£143,542.00	£32,367.72	-£111,174.28
Amenities & Services				
2000	Grounds staff payroll	£117,326.00	£28,242.50	£89,083.50
2010	Workshop premises	£3,082.00	£182.10	£2,899.90
2020	Grounds operations	£15,526.00	£3,676.34	£11,849.66
2030	Sports pavilion & facilities	£2,467.00	£561.56	£1,905.44
2040	Town Clock	£562.00	£107.23	£454.77
2050	Play facilities	£8,912.00	£0.00	£8,912.00
2060	Gardens & ornamental	£2,319.00	£712.16	£1,606.84
2070	Car Parks	£106.00	£0.00	£106.00
2080	Public toilets	£9,603.00	£1,027.28	£8,575.72
2090	Allotments	£54.00	£0.00	£54.00
2100	Cemetery	£1,963.00	£458.10	£1,504.90
2110	Sturminster Mill	£3,607.00	£128.61	£3,478.39
2120	Footway lighting	£7,623.00	£355.90	£7,267.10
2130	Town Centre	£836.00	£2,386.40	-£1,550.40
2140	Open Spaces	£2,228.00	£0.00	£2,228.00
2150	Benches & Other Infrastructure	£212.00	£0.00	£212.00
2160	Events & Festivals	£318.00	£0.00	£318.00
2170	Rights of Way	£1,327.00	£0.00	£1,327.00
2180	Traffic management	£530.00	£0.00	£530.00
2190	Tree management	£1,591.00	£1,200.00	£391.00
2999	Other	£0.00	£0.00	£0.00
Total Amenities & Services		£180,192.00	£39,038.18	-£141,153.82
Capital Projects				
3000	Section 137	£0.00	£0.00	£0.00
3010	Grants	£4,481.00	£500.00	£3,981.00
3020	Skate Bowl Project	£0.00	£0.00	£0.00
3030	Neighbourhood Development Plan	£0.00	£0.00	£0.00
3035	WW1 Centenary Commemoration	£0.00	£0.00	£0.00
3040	Economic Development Plan	£0.00	£0.00	£0.00
3045	Community Resource Support	£0.00	£0.00	£0.00
Total Capital Projects		£4,481.00	£500.00	-£3,981.00
Total Expenditure		£328,215.00	£71,905.90	£256,309.10
Total Income		£326,895.00	£152,605.75	-£174,289.25
Total Expenditure		£328,215.00	£71,905.90	£256,309.10
Funded by reserves			£0.00	
Total Net Balance		-£1,320.00	£80,699.85	

