

STURMINSTER NEWTON TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING
Held on Thursday 5th March 2020 in the Council Chamber at 7.15 pm

Present :

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

In attendance: 1 Member of the Public, Dorset Councillor Carole Jones, Emma Lindsay (Town Clerk) and Kate Squire (Finance Officer)

RESOLUTION
for each item the
proposer is named first
followed by the seconder

- TC/35/20 PUBLIC SESSION
No comments were made or questions asked.
- TC/36/20 APOLOGIES FOR ABSENCE
No apologies for absence had been received.
- TC/37/20 DECLARATIONS OF INTERESTS AND DISPENSATIONS
No interests were declared and consequently no written requests for dispensation had been received.
- TC/38/20 MINUTES OF THE PREVIOUS MEETING
The minutes of the Town Council Meeting held on the 6th February 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 Reed
Cllr Donaldson
- TC/39/20 APPROVE RECOMMENDATIONS FROM COMMITTEES
i. Planning and Environment Committee Meeting – 20th February 2020
Regarding agenda item PE/08/20 of the draft minutes, Electric Car Charging Points. Cllr Fraser, Chairman of the Committee, proposed an amendment from sub-committee to working group.
The Council RESOLVED to APPROVE the AMENDED recommendation Cllr Fraser
Cllr Reed
The Council RESOLVED to APPROVE the following recommendations:
 - **The Committee RECOMMENDED the approval of revised traffic survey locations.**
 - **The Committee RECOMMENDED that the Council pursue the installation of a bollard or planter on Station Road.** Cllr Fraser
Cllr Reed
- TC/40/20 i. APPROVAL OF PAYMENTS
The list of payments detailed below and checked by Cllrs Donaldson and Janes were APPROVED. Cllr Donaldson
Cllr Janes
ii. BUDGET COMPARISON
The Budget Comparison as at 29th February 2020 was APPROVED Cllr Reed
Cllr Taylor
iii. VIREMENTS
There were no budget virements to consider.

TC/41/20	INTERNAL AUDIT RISK ASSESSMENT The Council deferred this agenda item to be considered by the Finance & Personnel Committee.	
TC/42/20	INTERNAL CONTROL AND THE MANAGEMENT OF RISK 2019/2020 The Council discussed the Risk assessment for 2019/20 and accepted it with one amendment; to remove "riparian structure" from the Mill Risk description. The Council RESOLVED to ADOPT the risk assessment for 2019/20	Cllr Rose Cllr Reed
TC/43/20	ST MARYS CHURCHYARD CLOSURE After considering the written report circulated with the meeting papers. The Council RESOLVED: i.To acknowledge the notice served by the PCC ii.To serve notice on Dorset Council to transfer responsibility for the Church yard in accordance with Section 215 of the Local Government Act 1972.	Cllr Fraser Cllr Roake
TC/44/20	ANNUAL REPORT After considering the written report circulated with the meeting papers. The Council RESOLVED to APPROVE the annual report.	Cllr Reed Cllr Taylor
TC/45/20	SCHEDULE OF MEETINGS After considering the written report circulated with the meeting papers. The Council RESOLVED to APPROVE the schedule of meetings for 2020/21.	Cllr Lacey Cllr Reed
TC/46/20	DORSET COUNCILLOR'S REPORT Dorset Cllr Carole Jones reported regarding the conversion of the former social services building. This will be a provision for vulnerable people and their carers and she felt it was vital to ensure that new residents feel part of the community. The Town Clerk suggested a representative from the project be invited to speak at a future Council meeting as a way of the Town Council showing their support. Cllr Jones also pointed out that there is no safe path to Town from the building. She asked if the Town Council would consider writing to Dorset Highways regarding a pedestrian crossing. Cllr Lacey requested this be added to the next Planning and Environment committee meeting. Cllr Jones also reported that she has been looking into the parking problems around Drovers and that she was concerned regarding the staffing problems at the local Post Office. Cllr Lacey agreed this was a concern and she would make enquiries regarding the future plans of Tesco for the Post Office in the One Stop shop.	
TC/47/20	TOWN MAYOR'S REPORT The Town Mayor, Cllr Lacey reported attending the Hall & Woodhouse Community Chest awards with Cllr Jones, the Deputy Mayor. She explained there was a new funding structure for the awards and reminded all that the applications process was open at present. She updated the Town Council regarding the Peoples Pantry Project which was progressing well and that she had been asked to be a Health Champion for Sturminster Newton Surgery.	
TC/48/20	TOWN CLERK'S REPORT Year End – The Town Clerk reported that she and the Finance Officer had attended an end of year training session and had made a plan for the end of year close down. VE Day Event – Following an update meeting with the Legion, the Town Clerk advised that plans were progressing and funding commitments had been secured from various organisations which would allow the costs to be proportionately	

shared.

Allotments – The allotment association had reported a problem with used cat litter being dumped on and around the Filbridge Rise allotments. She advised that this had been reported to Environmental Health, DWP and the Housing Association. The Environmental Health team had been in contact for more details and will visit the site to investigate.

Land Trust Project – The Town Clerk reported a productive meeting regarding the project.

The Town Clerk also advised the Councillors of 2 new dates for Dorset Council run engagement workshops. 18th March at Durweston and 21st March at Holton. She will circulate the dates to Councillors.

TC/49/20

DAPTC AND NALC

A message had been received from NALC advising that they were monitoring advice from the Government and Public Health England regarding the Corona Virus. The Town Clerk advised that the Council is obliged to meet 3 times a year so she would respond to any future Government advice with that in mind. The Town Clerk and Cllr Fraser would be attending a Local Plan consultation on the 6th March.

TC/50/20

CORRESPONDENCE

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

TC/51/20

MEMBER INFORMATION

Cllr Reed – enquired regarding the issues raised at the Councillors surgery. Cllr Jones advised that he shared any feedback to Council in member information.

Cllr Fraser – Advised that there seemed to be a drainage issue on the main road and by the entrance to Durrant.

Cllr Jones – Advised there was no feedback to report from the Councillors surgery. He was pleased to report that the latest copy of 'Who's Who' which was being produced by the Community Chest was now being printed and all details would also be on the Sturminster Newton Website. After discussions with the Community Building Trust, Cllr Jones will be sculpting a replacement for the Frink Head outside of The Exchange. Cllr Jones also updated the Council regarding the Town Sign light. This has now been reinstalled at a more appropriate height.

Cllr Taylor – Reported that the VE Day event meeting had been productive and the plans were going well.

Cllr Lacey – Passed on a message from the Scouts that they were recruiting new members. Cllr Reed advised that this applied to the Cubs and Beavers also. Cllr Lacey also reported that Farnfields Solicitors closing their Sturminster Branch on the 6th March.

The meeting was declared closed at 8.35pm

Sturminster Newton Town Council

Direct Debit Payments February 2020

Supplier and Invoice Details	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance
CFC001						
CF Corporate Finance Limited						
<i>Photocopier 1/4 Lease</i>	01/02/2020	VI/0350897 1		148.74	0.00	148.74
					0.00	148.74

Above paid on 03/02/2020 by Electronic Payment Ref DD 030220

Chair's initials



PRO01 PRODIGY
Monthly Support Feb 20 01/02/2020 SIL36576 260.34 0.00 260.34
0.00 260.34

Above paid on 03/02/2020 by Electronic Payment Ref DD 030220B

MED001 Medisave UK Ltd
Refund Thermometer 04/02/2020 348813 -41.99 0.00 -41.99
0.00 -41.99

Above paid on 04/02/2020 by Electronic Payment Ref DD 040220

SCR001 Screwfix
Grounds Equipment 01/02/2020 A6136060346 698.95 0.00 698.95
0.00 698.95

Above paid on 06/02/2020 by Electronic Payment Ref DC 060220

BAN01 Natwest RBS Bankline
Bank charges Feb 20 17/02/2020 269816 FEB 9.20 0.00 9.20
0.00 9.20

Above paid on 17/02/2020 by Electronic Payment Ref DD 170220

BT001 British Telecom
Telephone & B'Band1/2-30/4 07/02/2020 Q051L2 372.72 0.00 372.72
0.00 372.72

Above paid on 21/02/2020 by Electronic Payment Ref DD 210220

NAT01 National Westminster Bank Plc
Bank Charges Feb 20 28/02/2020 24090433 FEB 11.08 0.00 11.08
0.00 11.08

Above paid on 28/02/2020 by Electronic Payment Ref DD 280220

ISU01 ISUZU
Vehicle Leases Feb 20 01/02/2020 MRI9790874 654.78 0.00 654.78
0.00 654.78

Above paid on 28/02/2020 by Electronic Payment Ref DD 280220B

Total Purchase Ledger Payments 0.00 2,113.82

Sturminster Newton Town Council

Summary Income & Expenditure by Budget Heading 29th February 2020

Month No: 12

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	%
100Office & Administration	Income	302,915	301,350	1,565			
	Expenditure	119,660	140,143	20,483	20,381	85.5	
	Net Income over Expenditure			102			

		183,255	161,207	(22,048)		
	plus Transfer from EMR	2,919				
	Movement to/(from) Gen Reserve	186,173				
120	Civic & Ceremonial Expenditure	1,005	2,687	1,682	1,682	37.4
200	Grounds Staff Payroll Expenditure	102,500	117,326	14,826	14,826	87.4
210	Workshop Premises Expenditure	6,737	3,082	(3,655)	10	(3,664)
	plus Transfer from EMR	4,698				218.9
	Movement to/(from) Gen Reserve	(2,039)				
220	Grounds Operations Expenditure	12,129	15,526	3,397	15	3,382
230	Sports Pavillion & Facilities Income	1,114	3,900	2,786	28.6	
	Expenditure	3,501	2,467	(1,034)	151	(1,185)
	Movement to/(from) Gen Reserve	(2,387)				148.0
240	Town Clock Expenditure	452	562	110	110	80.5
260	Play Facilities Expenditure	6,363	8,912	2,549	2,772	(223)
	plus Transfer from EMR	5,703				102.5
	Movement to/(from) Gen Reserve	(660)				
280	Gardens & Ornamental Expenditure	1,682	2,319	637	23	614
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	1,161				
320	Public Toilets Expenditure	11,276	9,603	(1,673)	219	(1,891)
	plus Transfer from EMR	4,000				119.7
	Movement to/(from) Gen Reserve	(7,276)				
340	Allotments Expenditure	13	54	41	41	23.4
360	Cemetery Income	4,597	4,500	(97)	102.2	
	Expenditure	1,370	1,963	593	593	69.8
	Movement to/(from) Gen Reserve	3,227				
380	Sturminster Mill Income	0	625	625	0.0	
	Expenditure	1,300	3,607	2,307	2,307	36.1
	Movement to/(from) Gen Reserve	(1,300)				
400	Footway Lighting Expenditure	3,080	7,623	4,543	171	4,372
420	Town Centre Expenditure	4,237	1,048	(3,189)	(3,189)	404.3
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	10,610	15,200	4,590	69.8	
900	Projects Expenditure	1,000	4,481	3,481	3,481	22.3
	Grand Totals:- Income	320,396	326,895	6,499	98.0	
	Expenditure	277,505	328,215	50,710	3,463	47,247
	Net Income over Expenditure	42,891	(1,320)	(44,211)		
	plus Transfer from EMR	17,320				
	Movement to/(from) Gen Reserve	60,211				

Approved on 23/3/2020

Chair's signature..... 

Chair's initials