

STURMINSTER NEWTON TOWN COUNCIL

MINUTES OF MEETING OF THE TOWN COUNCIL

Held on Thursday 14th June 2018 in the Council Chamber at 7.15pm

Present: Councillor H Reed
 Councillor H Lacey (Mayor) Councillor G Rose
 Councillor M Jones (Deputy Mayor) Councillor C Spackman
 Councillor A Donaldson Councillor R Taylor
 Councillor V Fox
 Councillor C Fraser

Absent: There were no apologies for absence.

In attendance: Mrs Emma Lindsay (Town Clerk) and Mrs Louise Plumridge (Assistant Town Clerk). There were 3 members of the public.

MINUTE NO.	COMMENTS	RESOLUTION
	Before the meeting commenced a minute's silence was observed in respect of the anniversary of the Grenfell Tower tragedy.	<i>For each item, the proposer is named first followed by the seconder</i>
18/63	PUBLIC SESSION A member of the public enquired about the implications for Unity magazine and the Open Spaces Group now that Sturquest was closing. She also had a query about the Jubilee Path. The Town Clerk advised all three queries were Agendas items for this meeting and would be discussed as part of the meeting.	
18/64	APOLOGIES FOR ABSENCE There were no apologies for absence.	
18/65	DECLARATIONS OF INTERESTS AND DISPENSATIONS No interests were declared and consequently no written requests for dispensation had been received.	
18/66	MINUTES OF THE PREVIOUS TOWN COUNCIL MEETING The minutes of the Annual Town Meeting held on the 3rd May 2018 May 2018 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. The minutes of the Extra Ordinary Town Council Meeting held on 17th May 2018 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 Donaldson Cllr Batstone Cllr Batstone Cllr Fox
18/67	RECOMMENDATIONS FROM COMMITTEES <u>(i) Planning & Environment Committee – 17th May 2018</u> The minutes of this committee having been circulated and publicised in	

Minutes of Town Council – 14th June 2018

Chair's initials



draft form.

Cllr Spackman
Cllr Reed

The Council RESOLVED to APPROVE the recommendation contained therein.

(ii) Finance and Personnel Committee – 24th May 2018

Cllr Rose
Cllr Taylor

The minutes of this committee having been circulated and publicised in draft form.

The Council RESOLVED to approve the recommendation contained therein.

18/68 TO CONSIDER THE CO-OPTION OF LUISA CHATER TO THE COUNCIL.

Cllr Lacey
Cllr Jones

The Council RESOLVED to APPROVE the co-option of Luisa Chater. Luisa Chater read and signed the Declaration of Office.

18/69 FINANCIAL MATTERS

(i) Approval of payments

The list of payments set out on pages 2658 – 2660 and checked by Cllrs Donaldson and Fox were **APPROVED**.

Cllr Donaldson
Cllr Fox

(ii) Budget Comparison and Statement of Earmarked Reserves as at 14th June.

The Budget Comparison and Statement of Earmarked Reserves as at 14th June attached as set out below were noted.

Cllr Batstone
Cllr Rose

(iii) List of Reserves created at 31.03.2018

The Town Clerk explained there had been an underspend in several areas and she proposed the creation of the following reserves:

Administration	£1626
Play Equipment	£2898
Footway Lighting	£1190
Community Resource Support	£7000

The Council **RESOLVED to APPROVE** the creation of the four reserves.

Cllr Batstone
Cllr Spackman

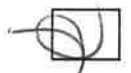
18/70 CONSIDERATION OF PLANNING APPLICATIONS

1	<i>Plan Number</i>	<i>District Reference</i>	<i>Site Reference</i>
	2018/05/01	2/2018/0524	
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>
	Mr Brian Thomason	Old Malt House	Bridge Street
	<i>Locality</i>	<i>Town</i>	<i>County</i>
	Sturminster Newton	Dorset	DT101BZ
	<i>Application date</i>		
	21/05/18		

Remove and replace existing door and carry out associated external alterations.

**STURMINSTER NEWTON TOWN COUNCIL Comment:
No objections.**

2	<i>Plan Number</i>	<i>District Reference</i>	<i>Site Reference</i>
	2018/05/02	2/2018/0605/LBC	
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>
	Mr Philip Leahy-Harland	May Cottage	Fiddleford Village Track
	<i>Locality</i>	<i>Town</i>	<i>County</i>



*Application date*Sturminster Newton
23/05/18

Dorset

DT102BX

Remove 20th century rendering to West, South and East elevations and re-point stonework as required. East elevation left as exposed Marnhull stone and carry out associated external alterations.

**STURMINSTER NEWTON TOWN COUNCIL Comment:
No objections.**

3	<i>Plan Number</i>	<i>District Reference</i>	<i>Site Reference</i>
	2018/06/01	2/2018/0605/LBC	
	<i>Applicant</i>	<i>House Name</i>	<i>Road</i>
	Mr and Mrs Bright Sturminster Newton	Glebelands	Manston Road
	<i>Town</i>	<i>County</i>	<i>Post Code</i>
	<i>Application date</i>	Dorset	DT101AG
	06/06/18		

Erect 1 no. dwelling with double garage. Form vehicular access with layby from Bull Ground Lane.

**STURMINSTER NEWTON TOWN COUNCIL Comment:
No objections to a single storey dwelling.**

- 18/71 ANNUAL GOVERNANCE STATEMENT 2017/2018
The Town Council **RESOLVED** to **APPROVE** the Annual Governance Statement for 2017/2018 set out in Appendix A. Cllr Donaldson
Cllr Taylor
- 18/72 ACCOUNTING STATEMENTS 2017/2018
The Town Council **RESOLVED** to **APPROVE** the Accounting Statements For 2017/18. Cllr Taylor
Cllr Rose
- 18/73 JUBILEE PATH EXTENSION
The Town Clerk advised that the signing of the land transfer needed to be deferred due to some complexities with boundaries. In the meantime the Town Clerk advised that permission had been agreed for the Grounds staff to start some weeding work.
- 18/74 ECONOMIC DEVELOPMENT
Cllr Spackman advised the town website was now populated, however there were issues as it was not showing up on google searches. He and the Town Clerk had met the website designers, Authentic Style who would be preparing proposals to overcome this. Cllr Spackman and the Town Clerk will also be reporting back to the Town Council with the way forward in terms of governance with the ambition for the website to be self-funding and managed by others.
Enterprise Hub – Cllr Spackman reported he and the Town Clerk had attended the North Dorset Development Working Group where ideas were being discussed to market North Dorset as a region and have a common brand between towns to attract more tourism.



Community Shop – Cllr Spackman reported that the shop was making good progress.

18/75 DISTRICT COUNCILLORS' REPORTS

District Cllr Roake's report, having previously been circulated, is attached As Appendix B of these minutes.

District Cllr Fox's report, having previously been circulated, is attached as Appendix B of these minutes.

18/76 COUNTY COUNCILLOR'S REPORT

Cllr Batstone's report, having previously been circulated, is attached as Appendix B of these minutes.

18/77 The Town Mayor had not provided a report.

18/78 The Town Clerk had received a request from NALC to complete a survey about Section 106 and the Community Infrastructure Levy (CIL). NALC has had a policy position that it should be mandatory for planning authorities to adopt regimes using CIL. A surveymonkey link has been set up with replies required by 29th June.

The Council **RESOLVED** that Cllrs Spackman, Taylor and Jones would complete this on behalf of the Council.

Cllr Reed
Cllr Rose

18/79 TOWN CLERK'S REPORT

The Town Clerk's report was as tabled in the Briefing Note. The Town Clerk enquired whether the table of meetings was required or would Councillors prefer a summary of highlights. It was agreed a summary would be acceptable.

18/80 CORRESPONDENCE

(i) Cllr Spackman had received an anonymous complaint about drunkenness and anti-social behaviour. The Town Clerk has mentioned this to police who advise people to complain via their website or ring 101. Discussion on what actions could be taken included an article in Unity, on facebook/website, photographs to be taken and encouraging people to report incidents on the police website.

(ii) An invitation had been received for a representative from the Council to attend the ND Scouts AGM. Cllr Reed will attend.

(iii) Rotary – a thank you email had been received from the Rotary following their successful Plant Fair which had benefitted from the free parking that day.

(iv) A request had been received from Unity Magazine in the Council Offices could be the distribution point once Sturquest has closed. The Town Clerk will investigate and bring a proposal back to the Council.

(v) Red Ensign Day – The Town Council have been invited to support the Seafarers UK campaign supporting the Merchant Navy by flying the Red Ensign – this will be done on 3rd September 2018.

(vi) An email had been received from a member of the public enquiring on a variety of costs incurred by the Town Council.

18/81 INFORMATION FROM MEMBERS



Cllr Donaldson reported that he had attended a Governors Meeting at William Barnes School who have a very fluid roll count at the moment, also some truancy problems.

He also noted that the Lloyds Bank mobile banking service was not been well used. This could be because of the limited services on offer. Cllr Spackman offered to contact the Regional Director and to talk to the staff.

Cllr Fox had received an enquiry about bulk purchasing tickets for the Cheese Festival. Cllr Lacey offered to deal with this.

Cllr Reed advised a transport survey devised by DCC and the nhs would shortly be available dealing with how people travel to surgeries and urged people to distribute widely.

Cllr Reed also mentioned the Scouts Stur Show 2018 would be held on Saturday 23rd June.

Cllr Rose advised the Youth Club had now set up their crowdfunding appeal for the defibrillator and would send everyone the link to the crowdfunding website.

Cllr Spackman advised that Matt Prosser Chief Executive of the Shadow Unitary Authority had offered to host a Chamber of Commerce meeting.

Cllr Jones had noted someone was living rough in Snooks Yard.

Cllr Batstone updated the Council about an ongoing complaint.

She also advised that she and Cllr Spackman would be meeting the DCC portfolio holder to discuss Sturminster High School.

Cllr Lacey commented that the pigeons at The Exchange were still a big problem.

EXCLUSION OF THE PRESS AND PUBLIC FOR CONFIDENTIAL MATTERS

18/82 In exercise of the power conferred by the Public Bodies (Admission to Meetings) Act 1960, Section 1(2) the Committee **RESOLVED** that members 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.

18/83 CONFIDENTIAL MINUTE OF THE FINANCE AND PERSONNEL MEETING ON 24TH MAY 2018

The minutes of this Committee having been circulated and publicised in draft form.

Cllr Donaldson
Cllr Spackman

The Council **RESOLVED** to **APPROVE** the recommendations contained therein.

18/84 CONFIDENTIAL STAFFING MATTER

The confidential matter is minuted in the confidential minute book page 230.

At 9.15pm the Council **RESOLVED** to suspend Standing Orders in order for the meeting to continue.

18/85 ECONOMIC HUB PROJECT

It was agreed to postpone this Agenda item and discuss at an Extra Ordinary Town Council Meeting on 21st June in place of the cancelled

Planning and Environment Committee.

The meeting closed at 9.59pm

Sturminster Newton Town Council

Payments 14th June 2018

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
1554	2337	£500.00	£0.00	£500.00 26/04/18	SNATCH - Grant	£500.00
1540	BACS1806 19A	£137.60	£22.93	£114.67 10/05/18	A J Supplies Ltd - Cleaning Materials	£137.60
1547	BACS1806 19B	£39.00	£0.00	£39.00 22/05/18	Campaign To Protect Rural England - Membership Annual Renewal	£39.00
1538	BACS1806 19C	£193.87	£32.31	£161.56 30/04/18	Condor Office Solutions - Quarterly Rental Charges	
1557	BACS1806 19C	£46.04	£7.67	£38.37 31/05/18	Condor Office Solutions - Photocopier Contract	£239.91
1545	BACS1806 19D	£13.44	£2.24	£11.20 30/04/18	Cox C.J Ltd - Station Road roundabout pole basket clamps	£13.44
1535	BACS1806 19E	£81.00	£13.50	£67.50 05/04/18	DCM Tyres (Wessex) Ltd - Battery	
1536	BACS1806 19E	£12.00	£2.00	£10.00 21/05/18	DCM Tyres (Wessex) Ltd - Puncture Repair	£93.00
1520	BACS1806 19F	£50.00	£0.00	£50.00 13/04/18	Dorset Association of Parish & Town Councils - GDPR Training	£50.00
1537	BACS1806 19G	£150.00	£0.00	£150.00 31/05/18	Fair Account - Internal Audit Services	£150.00
1513	BACS1806 19H	£3,309.11	£0.00	£3,309.11 06/05/18	H M Revenue & Customs - Tax & NI-May 2018	£3,309.11
1516	BACS1806 19I	£29.03	£4.84	£24.19 18/04/18	Hart & Sons (Dorset) Ltd - Toilet Requisites	
1	Toilet Brush	£9.03	£1.51	£7.52	OA Drain Unblocker and	
2	Plunger	£20.00	£3.33	£16.67	AS Toilet Brush and	
1541	BACS1806 19I	£23.60	£3.93	£19.67 09/04/18	Hart & Sons (Dorset) Ltd - Lamps and Scourers	£52.63
1514	BACS1806 19J	£374.16	£62.36	£311.80 28/05/18	Local World Ltd - Job Advertisement	£374.16
1542	BACS1806 19K	£170.06	£28.34	£141.72 30/04/18	Lyreco Uk Ltd - Office Supplies	£170.06

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1517	BACS1806 19L	£37.49	£1.79	£35.70	14/05/18	Northover G & Sons Ltd - Fuel
1518	BACS1806 19L	£34.13	£1.63	£32.50	03/05/18	Northover G & Sons Ltd - Fuel
1519	BACS1806 19L	£22.57	£3.76	£18.81	04/06/18	Northover G & Sons Ltd - Fuel

Sturminster Newton Town Council

Expenditure transactions - approval list

Start of

year 01/04/18

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total	
1532	BACS1806 19L	£29.88	£4.98	£24.90	22/05/18	Northover G & Sons Ltd - Fuel	
1533	BACS1806 19L	£34.55	£1.65	£32.90	21/05/18	Northover G & Sons Ltd - Fuel	£158.62
1522	BACS1806 19M	£70.28	£3.34	£66.94	25/04/18	Southern Electric - Unmetered Electricity Supply	
1523	BACS1806 19M	£2.22	£0.10	£2.12	25/05/18	Southern Electric - Unmetered Electricity Supplies	
1524	BACS1806 19M	£4.38	£0.20	£4.18	25/04/18	Southern Electric - Unmetered Electricity Supply Charges	
1525	BACS1806 19M	£9.33	£0.44	£8.89	25/04/18	Southern Electric - Unmetred Electricity Supply	
1526	BACS1806 19M	£0.25	£0.04	£0.21	25/04/18	Southern Electric - Unmetered Electricity Supply	
1527	BACS1806 19M	£11.69	£0.55	£11.14	25/04/18	Southern Electric - Unmetered Electricity Supplies	
1528	BACS1806 19M	£37.83	£1.80	£36.03	25/04/18	Southern Electric - Unmetered Electricity Supply	
1529	BACS1806 19M	£1.02	£0.04	£0.98	25/04/18	Southern Electric - Unmetered Electricity Supply	
1530	BACS1806 19M	£125.48	£5.97	£119.51	02/05/18	Southern Electric - Unmetered Electricity Supply	
1531	BACS1806 19M	£11.47	£0.54	£10.93	02/05/18	Southern Electric - Unmetered Electricity Supply	
1555	BACS1806 19M	£70.28	£3.34	£66.94	04/06/18	Southern Electric - Unmetered Electricity Supplies 2/5 - 1/6	



1556	BACS1806 19M	£9.33	£0.44	£8.89	04/06/18	Southern Electric - Unmetered Electricity Supplies 2/5 - 1/6	£353.56
1515	BACS1806 19N	£10,000.00	£0.00	£10,000.00	04/05/18	Stokes, Thomas M - Enterprise hub report	£10,000.00
1521	BACS1806 19O	£19.50	£3.25	£16.25	04/04/18	Sturminster Newton Building Supplies - White Paint	£19.50
1546	BACS1806 19P	£111.00	£18.50	£92.50	31/05/18	SturQuest - Telephone Maintenance 3/7/18-2/7/19 PIA	£111.00

Sturminster Newton Town Council

Expenditure transactions - approval list

Start of

year 01/04/18

Tn no	Cheque	Gross	Vat	Net	Invoice date	Details	Cheque Total
1539	BACS1806 19Q	£1,109.07	£0.00	£1,109.07	01/05/18	Symonds and Sampson - Sturminster Newton Mill Buildings Insurance	£1,109.07
1543	BACS1806 19R	£123.77	£15.75	£108.02	31/05/18	The Exchange - Recharges May 2018	
1		£58.69	£9.78	£48.91		OA Recharges Electricity	
May 2018							
2		£5.81	£0.97	£4.84		OA Recharges Alarms	
May 2018							
3		£12.00	£0.00	£12.00		OA Recharges Water May	
2018							
4		£27.41	£4.57	£22.84		OA Recharges Gas May	
2018							
5		£2.60	£0.43	£2.17		OA Recharges Refuse	
May 2018							
6		£17.26	£0.00	£17.26		OA Recharges Insurance	
May 2018							
1544	BACS1806 19R	£123.77	£15.75	£108.02	30/04/18	The Exchange - Recharges April 2018	£247.54
1		£58.69	£9.78	£48.91		OA Recharges Electricity	
April 2018							
2		£5.81	£0.97	£4.84		OA Recharges Alarms	
April 2018							
3		£12.00	£0.00	£12.00		OA Recharges Water April	
2018							
4		£27.41	£4.57	£22.84		OA Recharges Gas April	
2018							
5		£17.26	£0.00	£17.26		OA Recharges Insurance	
April 2018							
6		£2.60	£0.43	£2.17		OA Recharges Refuse	
April 2018							
Total		£17,128.20	£263.98	£16,864.22			



Financial Budget Comparison

Comparison between 01/04/18 and 14/06/18 inclusive.

Excludes transactions with an invoice date prior to 01/04/18

	2018/2019	Actual Net	Balance	
INCOME				
Office & Administration				
100	Precept	£277,182.00	£0.00	-£277,182.00
105	Contributions to Expenditure	£970.00	£0.00	-£970.00
110	Interest - Public Sector Deposit Fund	£150.00	£0.00	-£150.00
115	Interest - Bath Building Society	£150.00	£0.00	-£150.00
120	Chamber hire	£800.00	£0.00	-£800.00
125	Grants 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	£0.00	£0.00
199	Other	£0.00	£0.00	£0.00
Total Office & Administration		£279,257.00	£0.00	-£279,257.00
Amenities & Services				
200	Recreation Grounds	£4,250.00	£0.00	-£4,250.00
205	Cemetery	£4,500.00	£0.00	-£4,500.00
210	Agency Agreements	£6,200.00	£0.00	-£6,200.00
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	£0.00	-£24,575.00
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		£303,832.00	£0.00	-£303,832.00
EXPENDITURE				
Office & Administration				
1000	Office staff payroll	£91,938.00	£11,235.07	£80,702.93
1010	Office premises	£8,446.00	£139.02	£8,306.98
1020	Office facilities & operations	£13,390.00	£1,209.00	£12,181.00
1030	Insurance	£7,004.00	£0.00	£7,004.00
1040	Bank Charges	£515.00	£0.00	£515.00
1045	Professional fees	£5,150.00	£0.00	£5,150.00
1050	Civic & ceremonial	£1,700.00	£300.00	£1,400.00
1060	Training	£3,090.00	£0.00	£3,090.00
1070	Subscriptions	£1,227.00	£0.00	£1,227.00
1080	Loan repayments	£15,418.00	£0.00	£15,418.00
1090	VAT paid	£0.00	£0.00	£0.00
1999	Other	£0.00	£0.00	£0.00
Total Office & Administration		£147,878.00	£12,883.09	£134,994.91



Approved on: 21/6/18

Chair's signature

