

# STURMINSTER NEWTON TOWN COUNCIL

## MINUTES OF A MEETING OF THE TOWN COUNCIL

Held on Thursday 5<sup>th</sup> July in the Council Chamber at 7.15pm

Present:

Cllr H Lacey ( Town Mayor)  
 Cllr P Batstone  
 Cllr V Fox  
 Cllr A Donaldson  
 Cllr G Rose

Cllr M Jones (Deputy Mayor)  
 Cllr R Taylor  
 Cllr H Reed  
 Cllr C Spackman

Absent: Councillor C Fraser and Councillor L Chater

In Attendance : 1 member of the public, Councillor M Roake, Mrs E Lindsay (Town Clerk).

Mr R Skeats ( Dorset County Council)

Minute Number	Comments	RESOLUTION <i>For each item, the proposer is named first followed by the seconder</i>
18/110	<b>PUBLIC SESSION</b> A member of the public made a number of comments and observations regarding the spending decisions undertaken by the Town Council. These included the Town website and the Neighbourhood Plan.	
18/111	<b>APOLOGIES FOR ABSENCE</b> Apologies were received from Councillors Fraser and Chater. These apologies were accepted by the members present.	
18/112	<b>DECLARATIONS OF INTERESTS AND DISPENSATIONS</b> Cllr Fox declared an interest in item 18/118.	
18/113	<b>MINUTES OF THE PREVIOUS TOWN COUNCIL MEETING</b> The minutes of the meeting held on the 21.06.18 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 Fox
18/114	<b>RECOMMENDATIONS FROM COMMITTEES</b> i)Amenities Committee 28.06.18 - the minutes of this committee having been circulated and publicised in draft form. <b>The Council RESOLVED to APPROVE the recommendations contained therein.</b>	Cllr Lacey Cllr Rose
18/115	<b>FINANCIAL MATTERS</b> i) Approval of payments <b>The list of payments set out below and checked by Cllrs Reed and Rose were APPROVED</b> ii) The Budget Comparison and Statement of Earmarked Reserves as at 31.05.18 as set out below were noted.	Cllr Reed Cllr Rose Cllr Reed Cllr Rose



## 18/116 CONSIDERATION OF PLANNING APPLICATIONS

<i>1Plan Number</i>	<i>District Reference</i>	<i>Site Reference</i>
<b>2018/06/01</b>	2/2018/0799/FUL	
<i>Applicant</i>	<i>House Name Road</i>	<i>Locality</i>
Mr G Livingston	Former DCC Buildings	Bath Road
<i>Town</i>	<i>County</i>	<i>Post Code</i>
Sturminster Newton	Dorset	DT101DR

**Redevelop two existing buildings (one two storey and one single storey) to form 18 no. flats (Class C3). Alter vehicular access, retain 10 no. parking spaces and create 2 disability spaces.**

**STURMINSTER NEWTON TOWN COUNCIL Comment: No Objections**

Sturminster Newton Town Council would like the Planning Authority to consider the implications for the privacy of neighbouring properties and whether this could be mitigated with landscaping and the position of windows.

Cllr Spackman  
Cllr Jones

<i>2Plan Number</i>	<i>District Reference</i>	<i>Site Reference</i>	<i>Other Reference</i>
<b>2018/06/02</b>	2/2018/0818/VARIA		
<i>Applicant</i>	<i>House Name</i>	<i>Road</i>	<i>Locality</i>
Mr S Williams	Red Barns		Kite Cottage
<i>Town</i>	<i>County</i>	<i>Post Code</i>	
Sturminster Newton	Dorset	DT10 1UZ	

**Raise roof of brick barn and convert into 3 no. units of holiday accommodation, modify vehicular access and form parking area (demolish garage and timber barn). (Removal of Condition no.4 of Planning Permission 2/2004/0115/PLNG to change the use from holiday accommodation to residential).**

**STURMINSTER NEWTON TOWN COUNCIL Comment: Objection**

Sturminster Newton Town Council objects to the change of use. They are concerned about the sustainability of the development for use as permanent dwellings.

Cllr Spackman  
Cllr Donaldson

## 18/117 HIGHWAYS WORKING TOGETHER AGENCY AGREEMENT

The Town Clerk provided a brief summary of the County Council Highways Working Together documentation that had been circulated prior to the meeting. Mr Skeats explained that option 4 of the proposal provided the Council with the most flexibility.

**The Council RESOLVED to select option four and to enter into an agency agreement with Dorset County Council Highways for the provision of services.**

Cllr Lacey  
Cllr Taylor

## 18/118 USE OF THE COUNCIL CHAMBER BY THE OPEN SPACES GROUP

The Town Clerk advised that she received a request from the Open Spaces Group who wished to use the Chamber for their meetings.

**The Council RESOLVED not to charge the Open Spaces Group until the outcome of the fees and charges review was completed.**

Cllr Rose  
Cllr Reed

## 18/119 USE OF THE COUNCIL CHAMBER BY UNITY

The Town Clerk advised that the Unity magazine team had secured the use of a room at the Exchange as a distribution hub and therefore no longer required use of the Council Chamber.



- 18/120 JUBILEE PATH EXTENSION  
The Town Clerk reported that there is an outstanding issue with the land transfer and that all parties are working to resolve the issue. The Clerk advised that the sealing of the transfer documentation will be deferred to a future meeting.
- 18/121 GROUNDS UTILITY VEHICLE  
This Agenda item was deferred until September 2018.
- 18/122 ECONOMIC DEVELOPMENT PROJECT  
Cllr Spackman reported on the progress of the Town website and Economic Development project. He advised that work was also planned to re-establish a Chamber of Commerce within the Town.
- 18/123 DISTRICT COUNCILLORS' REPORT  
Cllr Roake did not provide a report.  
Cllr Fox's report, having previously been circulated, was noted and is attached to these minutes.
- 18/124 COUNTY COUNCILLOR'S REPORT  
Cllr Batstone's report, having previously been circulated was noted and is attached to these minutes.
- 18/125 MAYOR'S REPORT  
Cllr Lacey's report, having previously been circulated, was noted and is attached to these minutes.
- 18/126 COMMUNICATIONS FROM DAPTC AND NALC  
No communications had been received.
- 18/127 TOWN CLERK'S REPORT  
The Town Clerk provided Members with a brief update on operational matters.
- 18/128 CORRESPONDENCE  
No correspondence had been received.
- 18/129 INFORMATION FROM MEMBERS  
There were no issues arising for the item.
- 18/130 EXCLUSION OF PUBLIC AND PRESS  
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. Cllr Batstone  
Cllr Spackman
- 18/131 STAFFING MATTER Cllr Batstone  
The Town Clerk presented a proposal to create additional capacity within Cllr Rose



the Council Office team.

**The Council RESOLVED to appoint a part-time Administration Officer.**

The Chairman declared the meeting closed at 10.00pm.

Emma Lindsay

Town Clerk

---



# Sturminster Newton Town Council

## BACS Payments 5th July 2018

Start of year 01/04/18

Tn no	Cheque	Gross	Vat	Net	Invoice date	Details	Cheque Total
1587	BACS1807 11A	£184.82	£30.81	£154.01	18/06/18	Chubb Fire Ltd - Fire Extinguisher Routine Service	£184.82
1585	BACS1807 11B	£36.00	£6.00	£30.00	12/06/18	DCM Tyres (Wessex) Ltd - Mower Wheel Repairs	£36.00
1578	BACS1807 11C	£886.74	£0.00	£886.74	13/06/18	Dorset Association of Parish & Town Councils - Annual Subscription 18/19	£886.74
1607	BACS1807 11D	£260.34	£43.39	£216.95	31/05/18	Lyreco Uk Ltd - Office Stationery	£260.34
1604	BACS1807 11E	£97.46	£22.46	£75.00	24/04/18	National Windscreens - Repair Ford Transit HG55XCW	£97.46
1581	BACS1807 11F	£34.55	£1.65	£32.90	30/05/18	Northover G & Sons Ltd - Fuel	
1583	BACS1807 11F	£36.02	£1.72	£34.30	11/06/18	Northover G & Sons Ltd - Fuel	
1584	BACS1807 11F	£30.98	£5.16	£25.82	15/06/18	Northover G & Sons Ltd - Fuel	
1606	BACS1807 11F	£36.75	£1.75	£35.00	19/06/18	Northover G & Sons Ltd - Fuel	£138.30
1603	BACS1807 11G	£93.13	£4.43	£88.70	22/06/18	Southern Electric - Unmetered Electricity Supply	£93.13
1579	BACS1807 11H	£144.02	£0.00	£144.02	24/05/18	SturQuest - Telephone Rental Charges and January Calls	£144.02
1580	BACS1807 11I	£9.61	£1.60	£8.01	30/05/18	Sturminster Newton Building Supplies - Pink Grip, Meter Key, Rubber Boss Adaptor	£9.61
1586	BACS1807 11J	£167.40	£27.90	£139.50	20/06/18	Rigby Taylor - XP Line Marking Paint	£167.40
1605	BACS1807 11K	£791.20	£131.87	£659.33	06/06/18	Williams Florist - 2000 marigolds, 2 lamp boxes and compost	£791.20
<b>Total</b>		£2,809.02	£278.74	£2,530.28			

27/06/18 10:08 AM Vs: 8.06.03

Page 1 of 1



# Financial Budget Comparison

Comparison between 01/04/18 and 31/05/18 inclusive.

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

	2018/2019	Actual Net	Balance	
<b>INCOME</b>				
<b>Office &amp; Administration</b>				
100	Precept	£277,182.00	£138,591.00	-£138,591.00
105	Contributions to Expenditure	£970.00	£0.00	-£970.00
110	Interest - Public Sector Deposit Fund	£150.00	£58.41	-£91.59
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	£125.00	£125.00
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
<b>Total Office &amp; Administration</b>		<b>£279,257.00</b>	<b>£138,774.41</b>	<b>-£140,482.59</b>
<b>Amenities &amp; Services</b>				
200	Recreation Grounds	£4,250.00	£47.00	-£4,203.00
205	Cemetery	£4,500.00	£30.00	-£4,470.00
210	Agency Agreements	£6,200.00	£120.00	-£6,080.00
215	Street cleansing	£9,000.00	£0.00	-£9,000.00
220	Contributions	£625.00	£566.29	-£58.71
225	Allotments	£0.00	£0.00	£0.00
299	Other	£0.00	£0.00	£0.00
<b>Total Amenities &amp; Services</b>		<b>£24,575.00</b>	<b>£763.29</b>	<b>-£23,811.71</b>
<b>Capital Projects</b>				
300	Developer Contributions	£0.00	£0.00	£0.00
399	Other contributions, grants & donations	£0.00	£1,000.05	£1,000.05
<b>Total Capital Projects</b>		<b>£0.00</b>	<b>£1,000.05</b>	<b>£1,000.05</b>
<b>Total Income</b>		<b>£303,832.00</b>	<b>£140,537.75</b>	<b>-£163,294.25</b>
<b>EXPENDITURE</b>				
<b>Office &amp; Administration</b>				
1000	Office staff payroll	£91,938.00	£13,765.79	£78,172.21
1010	Office premises	£8,446.00	£1,112.32	£7,333.68
1020	Office facilities & operations	£13,390.00	£1,616.90	£11,773.10
1030	Insurance	£7,004.00	£0.00	£7,004.00
1040	Bank Charges	£515.00	£43.34	£471.66
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	£7,708.76	£7,709.24
1090	VAT paid	£0.00	£0.00	£0.00
1999	Other	£0.00	£0.00	£0.00
<b>Total Office &amp; Administration</b>		<b>£147,878.00</b>	<b>£24,547.11</b>	<b>£123,330.89</b>

# Financial Budget Comparison

Comparison between 01/04/18 and 31/05/18 inclusive.



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

	2018/2019	Actual Net	Balance	
<b>Amenities &amp; Services</b>				
2000	Grounds staff payroll	£116,826.00	£16,592.28	£100,233.72
2010	Workshop premises	£2,652.00	£0.00	£2,652.00
2020	Grounds operations	£10,249.00	£522.44	£9,726.56
2030	Sports pavilion & facilities	£2,395.00	£352.32	£2,042.68
2040	Town Clock	£546.00	£15.23	£530.77
2050	Play facilities	£8,652.00	£0.00	£8,652.00
2060	Gardens & ornamental	£1,251.00	£0.00	£1,251.00
2070	Car Parks	£103.00	£0.00	£103.00
2080	Public toilets	£10,197.00	£541.56	£9,655.44
2090	Allotments	£52.00	£0.00	£52.00
2100	Cemetery	£1,906.00	£296.00	£1,610.00
2110	Sturminster Mill	£3,502.00	£550.61	£2,951.39
2120	Footway lighting	£4,069.00	£0.00	£4,069.00
2130	Town Centre	£412.00	£0.00	£412.00
2140	Open Spaces	£2,163.00	£0.00	£2,163.00
2150	Benches & Other Infrastructure	£206.00	£0.00	£206.00
2160	Events & Festivals	£309.00	£0.00	£309.00
2170	Rights of Way	£1,288.00	£0.00	£1,288.00
2180	Traffic management	£515.00	£0.00	£515.00
2190	Tree management	£1,545.00	£0.00	£1,545.00
2999	Other	£0.00	£1.00	£-1.00
<b>Total Amenities &amp; Services</b>		<b>£168,838.00</b>	<b>£18,871.44</b>	<b>£149,966.56</b>
<b>Capital Projects</b>				
3000	Section 137	£0.00	£0.00	£0.00
3010	Grants	£4,481.00	£750.00	£3,731.00
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
<b>Total Capital Projects</b>		<b>£4,481.00</b>	<b>£750.00</b>	<b>£3,731.00</b>
<b>Total Expenditure</b>		<b>£321,197.00</b>	<b>£44,168.55</b>	<b>£277,028.45</b>
Total Income		£303,832.00	£140,537.75	£-163,294.25
Total Expenditure		£321,197.00	£44,168.55	£277,028.45
<b>Total Net Balance</b>		<b>-£17,365.00</b>	<b>£96,369.20</b>	

District Councillor Report

**Cllr Vic Fox**

The License and Orders Committee met for a short meeting mainly to agree the membership of the 2 Sub-committees for the new municipal year, this is a legal requirement under the law, I sit on sub-committee A with 2 other members and we meet whenever a taxi license or temporary events notice has raised objections or complaints from the police or residents.



I attended the first meeting of the Shadow Dorset Authority that will be deciding how we merge council services ahead of the new Dorset Council next year.

The NDDC Planning Committee met at Durweston Village Hall there were no local issues discussed.

The Joint Overview and Scrutiny Committee met to hear a report on rural transport issues, not an easy subject. A detailed report on all the performance statistics for the 3 Councils last year and a report on the difficult subject of affordable housing supply that showed the number of completions falling in the last year.

### **County Councillor Pauline Batstone's Report on June 2018**

At the beginning of this month, as a Member of the County Farms Liaison Committee, I attended a meeting with tenants of the Dorset Council Farms at Buckland Newton. The farmers have been very concerned by the County's decision to sell off six of its farms in order to help meet the County's debt problems, as the County Council is struggling to meet the costs of adult and family social care. They have been only partially reassured that the current Council has no plans for further sales; the farms sold having been outlying ones to the estate. The farmers were encouraged by the Finance Portfolio Holder to consider diversifying into other income streams and also to develop a Dorset County Farms marketing brand. However, several were of the view that they had tried various alternatives to support their farming income, but these did not bring in a worthwhile amount – and what they knew they were good at was farming. A large part of the County Farms Estate is in North Dorset so it is particularly important to us and our way of live in the villages.

The Shadow Dorset Council had its first meeting on Thursday 7th June at 6.00 p.m. when North Dorset's Cllr Hilary Cox was elected as Chairman of the new Shadow authority for the coming year, as well as continuing to chair the County Council. There will be four meetings of this Shadow authority before the Dorset Council comes into being on 1st April 2018. There is also a Shadow Executive Group of County and District Councillors meeting every fortnight of which I am a member. These two both meet in the early evening to aim to enable working people to attend. I attend fortnightly meetings of the DCC Organisational Transformation Board. In addition the existing Council bodies will continue to meet to carry out "business as usual". In my case that means Chairing the Safeguarding Overview and Scrutiny Committee, attending the Overview and Scrutiny Management Board of DCC, both of which are quarterly, and I am now a Member of the NDDC Scrutiny Committee again.

During June I attended seven parish and town council meetings. I have also attended the SturQuest Projects Forum and as County Councillor have volunteered to keep that going after SturQuest ends. There has been one meeting of KnowStur which meets six weekly, is a joint SturQuest and Dorset Race Equality project, and which will also continue. I continue to Chair Dorset Race Equality Council where we have appointed the existing Deputy Chief Executive, Nathalie Sherring, to become Chief Executive, after two previous CEOs have had to leave because of ill health. Hopefully DREC will now be able to move forward in a period of management consistency. I attended the meeting of the Dorset Gypsy and Traveller Liaison Forum which meets six monthly. There was considerable discussion of the ongoing need for more Traveller sites, both permanent and transit, across the County. The Gypsy and Traveller Community continue to be our most marginalised and denigrated





ethnic group in the County in spite of 500 years here and the success many have achieved educationally and professionally.

The Community Chest shop for Stur is currently ticking over steadily thanks to the efforts of its Manager and growing band of volunteers. The aim is to use profits to make the town more attractive to visitors and shoppers, but in the first instance the priority is to build up reserves. The Sturminster Newton Community Benefit Society behind it are looking to see how they can take up some of the voluntary work support in the town now that the SturQuest Community Partnership is closing.

Councillor Pauline Batstone – Dorset County Council and North Dorset District Council.  
4th July 2018

**TOWN MAYOR'S REPORT – June 2018**

I opened the Sturminster Show on 23 July by cutting some bunting in the absence of a ribbon!

A glorious day for a show, which I hope raised some money for our local Scout Group. It was nice to see enthusiastic youngsters taking part, not just The Scouts but the younger members of the Boxing Club who put on an enthusiastic display.

Robert, Martin & I attended a workshop on the proposed warding changes down at the West Dorset District Council offices. The workshop had been advertised as 2 hours, lasted 40 minutes, the standard response to questions seemed to be 'as much evidence as you can supply (positive or negative)' and we weren't advised what the changes were being proposed. The consultation documents have now been released so we now know what they are & can now comment if we so wish.

William Williams have met twice in the last few weeks. Our Clerk, Ann, suffered a serious stroke; thankfully she received treatment in good time and is now back at home but still has a long way to go. But it has meant the Charity has had to rethink its administration, we have hopefully reached a conclusion on this which is good news. It's probably timely to remind you that William Williams offers educational grants so if you're aware of anyone off to University this coming autumn do make them aware that assistance may be available.

Finally I felt our Business Planning meeting was very useful, we have some objectives to help us form our new Business Plan. Thank you for taking part, my thanks to Emma & Louise for giving up their Saturday morning for us.

Helen J Lacey

Approved on: 19 July 2018

Chair's signature 

