STURMINSTER NEWTON TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING
Held on Thursday 16th May 2019 in the Council Chamber at 7.15 pm

Present:
Councillor S Bevis
Councillor L Chater
Councillor A Donaldson
Councillor C Fraser
Councillor M Jones (Deputy Mayor)

Councillor H Lacey (Mayor)
Councillor H Reed
Councillor G Rose
Councillor R Taylor

Absent: Cllr M Roake

In attendance: The Rev’d Phillipa Sargent and Mrs Emma Lindsay (Town Clerk)

Minute No. | COMMENTS
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TC/80/19 | PUBLIC SESSION
The Rev’d Phillipa Sargent addressed the Council and outlined her role within the Parish. She explained that her key aim is to grow the congregations in Sturminster Newton, Lydflinch and Hinton.

TC/81/19 | ELECTION OF CHAIRMAN AND TOWN MAYOR
Cllr Helen Lacey was proposed by Cllr Fraser and seconded by Cllr Reed. There were no other nominations.

**Cllr Helen Lacey was duly elected as Chairman of the Council and Town Mayor until the Annual Meeting in 2020.**

TC/82/19 | DECLARATION OF ACCEPTANCE OF OFFICE BY THE CHAIRMAN
Cllr Lacey made her declaration of office witnessed by the Town Clerk in the presence of the Town Council.

TC/83/19 | ELECTION OF THE VICE CHAIRMAN AND DEPUTY TOWN MAYOR
Cllr Martin Jones was proposed by Cllr Lacey and seconded by Cllr Rose. There were no other nominations.

**Cllr. Martin Jones was duly elected as Vice Chairman of the Council and Deputy Town Mayor until the Annual Meeting in 2020.**

TC/84/19 | APOLOGIES FOR ABSENCE
Apologies were received from Cllr. Roake. These apologies were accepted by the Members present.

TC/85/19 | DECLARATIONS OF INTERESTS AND DISPENSATIONS
No interests were declared and consequently no written requests for dispensation had been received.
TC/86/19 MINUTES OF THE PREVIOUS MEETING
The minutes of the Town Council Meeting held on 18th April 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.

TC/87/19 RECOMMENDATIONS FROM COMMITTEES
i. Planning and Environment Committee 18.04.19
ii. Finance and Personnel Committee 25.04.19

The council RESOLVED to APPROVE the recommendations contained therein.

TC88/19 CONSIDERATION OF PLANNING APPLICATIONS

1
District Reference  Applicant Name
2/2019/0385/FUL  Mr A Trowbridge
AKH Heating
Rivers Corner to Stalbridge Lane
Sturminster Newton
DT10 2AB
Demolish existing garage and office buildings. Erect 1 No. dwelling and garage/carport.
No objection

2
District Reference  Applicant Name
2/2019/0407/LBC  Mrs Bolton
Access to Woodlands Farm
Bagber, Sturminster Newton
DT10 2HS
Install through floor lift and carry out associated internal alterations.
No objection

3
District Reference  Applicant Name
2/2019/0503/HOUSE  Mr Bob Ames
Mistletoe, Upland Close,
Broad Oak, Sturminster Newton
DT10 2HL
Erect extension to garage and convert into living accommodation. Erect garage/store extension to side and raised decking to rear. Install roof windows. Carry out alterations to wall adjacent to the driveway (demolish car port).
No objection
4

District Reference  Applicant Name
2/2019/0540/HOUSE  Mr Lance Rylaatt
Woodview, Bath Road,
Sturminster Newton. DT10 1DU
Erect two storey extension (demolish existing conservatory and
extension. Amendment to approved planning permission
2/2015/1867/HOUSE).

The Council reviewed the application and decided that it
should be reviewed with the previous applications.
The Council RESOLVED to DELEGATE Clerk and Chairman
of the Planning and Environment Committee.

TC89/19  APPROVAL OF PAYMENTS
The Council RESOVED to APPROVE the payments listed
below.

TC/90/19  COMMITTEE TERMS OF REFERENCE AND DELEGATED
POWERS
The Council RESOVED to retain the committee terms of
reference and delegations for the Civic YEAR 2019/20

TC/91/19  COMMITTEE MEMBERSHIP

The Council reviewed the membership for the three standing
committees.

i. The Council RESOLVED the following committee
appointments:

<table>
<thead>
<tr>
<th>Planning and Environment (all members)</th>
<th>Finance and Personnel 5 inc. Chair and Vice Chair plus Mayor and deputy (Ex-Officio)</th>
<th>Amenities 5 inc. Chair and Vice Chair plus Mayor and deputy (Ex-Officio)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clr. Bevis</td>
<td>Clr. Bevis</td>
<td></td>
</tr>
<tr>
<td>Clr. Chater</td>
<td>Clr. Chater</td>
<td></td>
</tr>
<tr>
<td>Clr. Donaldson</td>
<td>Clr. Donaldson Vice Chair</td>
<td></td>
</tr>
<tr>
<td>Cllr. Fraser Chair</td>
<td>Cllr. Fraser</td>
<td></td>
</tr>
<tr>
<td>Cllr. Jones</td>
<td>Cllr. Jones Ex Officio</td>
<td>Cllr. Jones Ex Officio</td>
</tr>
<tr>
<td>Cllr. Lacey</td>
<td>Cllr. Lacey Ex Officio</td>
<td>Cllr. Lacey Ex Officio</td>
</tr>
<tr>
<td>Cllr. Reed</td>
<td></td>
<td>Cllr. Reed Chair</td>
</tr>
<tr>
<td>Cllr. Roake</td>
<td>Cllr. Roake</td>
<td></td>
</tr>
<tr>
<td>Cllr. Rose</td>
<td>Cllr. Rose Chair</td>
<td>Cllr. Rose</td>
</tr>
<tr>
<td>Cllr. Taylor Vice Chair</td>
<td>Cllr. Taylor</td>
<td></td>
</tr>
<tr>
<td>Cllr. Vacancy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Co-opted Member</td>
<td>Co-opted Member</td>
<td></td>
</tr>
</tbody>
</table>

ii. The Council RESOLVED to delegate the appointment of
the Vice Chairman of the Finance and Personnel Committee
to the Committee.

iii. The Council RESOLVED to invite a nomination form the
Rights of Way Group for cooption to the Planning and Environment Committee.

iv. The Council RESOLVED to invite a nomination from the Open Space Group to the Amenities Committee.  

Cllr Lacey
Cllr Jones

TC/92/19 CHEQUE SIGNATORIES  
The Council RESOLVED to retain the existing cheque signatories: Cllrs. Rose, Lacey, Donaldson, Fraser and the Town Clerk Emma Lindsay.  

Cllr Lacey
Cllr Rose

TC/93/19 STANDING ORDERS AND FINANCIAL REGULATIONS  
The Council RESOLVED to re-adopt the Standing Orders and Financial Regulations.  

Cllr Reed
Cllr Fraser

TC/94/19 GENERAL POWER OF COMPETENCE  
The council confirmed that it meets the eligibility criteria of two thirds elected members and a CiLCA qualified Clerk.  
The Council RESOLVED to ADOPT the General Power of Competence.  

Cllr Donaldson
Cllr Taylor

TC/95/19 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES  
The Council RESOLVED to APPROVE the appointment of representatives as set out below.  

<table>
<thead>
<tr>
<th>Butts Pond Local Nature Reserve</th>
<th>Co-opted member of the Amenities Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cemetery Liaison</td>
<td>Cllr Helen Reed</td>
</tr>
<tr>
<td>Development Working Party</td>
<td>Mayor, Chair of Planning and Environment, Town Clerk</td>
</tr>
<tr>
<td>DAPTC Larger Local Councils &amp; AGM</td>
<td>Mayor, Deputy Mayor, Town Clerk</td>
</tr>
<tr>
<td>DAPTC – Northern Area Meetings</td>
<td>Mayor</td>
</tr>
<tr>
<td>Dementia Friendly Sturminster Newton Project Group</td>
<td>Cllr Luisa Chater</td>
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<tr>
<td>Footpaths Liaison Officer</td>
<td>Co-Opted Member of Planning and Environment Committee</td>
</tr>
<tr>
<td>Liaison with Planning the authority</td>
<td>Chair of Planning and Environment, Town Clerk</td>
</tr>
<tr>
<td>Newsletter &amp; Unity</td>
<td>Mayor and Town Clerk</td>
</tr>
<tr>
<td>Press Releases/Media</td>
<td>Town Clerk and Mayor</td>
</tr>
<tr>
<td>Sturminster Newton Allotments Association</td>
<td>Cllr Joe Rose</td>
</tr>
<tr>
<td>Sturminster Newton Museum &amp; Mill Society</td>
<td>Cllr Martin Jones</td>
</tr>
<tr>
<td>Sturminster Newton Twinning Association</td>
<td>Mayor</td>
</tr>
<tr>
<td>Open Spaces Group</td>
<td>Cllrs Bevis and Fraser</td>
</tr>
<tr>
<td>Trailway Support Group</td>
<td>Cllrs Jones and Fraser</td>
</tr>
<tr>
<td>Tree Warden</td>
<td>Cllr Donaldson</td>
</tr>
<tr>
<td>William Williams Trust</td>
<td>Cllr Helen Lacey</td>
</tr>
</tbody>
</table>

Chair's initials
LIST OF SUBSCRIPTIONS
The Council RESOLVED to continue the existing subscriptions to:
- Dorset Association of Parish and Town Councils
- Society of Local Council Clerks
- Campaign for the Protection of Rural England
- Clerks and Councils Direct

CALENDAR OF MEETINGS
The Council reviewed the calendar of meetings and accepted the proposed schedule with one amendment; to move the June Town Council meeting from 6th June to 13th June.
The Council RESOLVED to APPROVE the amended calendar of meetings.

MAYORS REPORT
Cllr Lacey commended the efforts of those who had entered the ‘Sculpt it not Bin it’ competition. Cllr Lacey reflected on several future events in the Town including the Big Weekend and the Twinning Anniversary celebrations.

TOWN CLERK
The Town Clerk provided a brief update on Town Council activities including the preparations for the year-end audit.

DAPTC
The Council discussed the letter from the Chairman of the DAPTC circulated with the agenda papers.
The Council RESOLVED to instruct the Clerk to complete the request for information.

MEMBER INFORMATION
Cllr Reed - advised that the Sturminster Show will take place on 15th June. Cllr Reed also advised that there is not enough money to hold a carnival this year.
Cllr Donaldson - reported that the tarmac in Barnes Close will be repaired during the summer. He also reported that the William Barnes Quiz evening had made £700 for school funds.
Cllr Taylor - asked how the Town Council will take the Neighbourhood Plan forward, the Town Clerk advised that this would be discussed at the Planning and Environment Meeting in June.
Cllr. Bevis - stated that he was keen to hold a St Georges Day event in the Railway Gardens. Cllr Lacey suggested that he attend the Projects Forum to progress the idea.
Cllr Fraser – Observed that an application for planning permission had been granted without reference to the Town Council as a consultee. The Town Clerk advised that she would raise the matter with the Planning Authority.

The meeting was closed at 8.58pm

Approved On................................................. Chair’s Signature

Chair’s initials
## BACS Payments 18/19 - approval list

<table>
<thead>
<tr>
<th>Tn no</th>
<th>Cheque</th>
<th>Gross</th>
<th>Vat</th>
<th>Net Invoice date</th>
<th>Details</th>
<th>Cheque Total</th>
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<td>BACS1905 22C</td>
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<td>£225.00</td>
<td>£1,125.00</td>
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<td>2155</td>
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<td>£50.00</td>
<td>Reach Publishing Services - Leaflet Insertion Who’s Who 2019</td>
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**Total**  
£1,470.00  
£245.00  
£1,225.00

## BACS Payments 19/20 - approval list

<table>
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<tr>
<th>Cheque</th>
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<td></td>
<td>£140.00</td>
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<td>£104.40</td>
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<td>£43.20</td>
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<td>£36.00 2030/6</td>
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<td>£133.00</td>
<td>£15.75</td>
<td>£117.25 30/04</td>
<td>The Exchange - Recharges Appt 19</td>
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<td>£54.79</td>
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<td>£45.66 30/04</td>
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<td>£145.15</td>
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<td>£250.63</td>
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<td>£35.06</td>
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<td>£55.28</td>
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<td>£46.06 1020/2</td>
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<td>£74.41 2020/5</td>
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<td>£19.00</td>
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<td>£19.00 1010/9</td>
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<td>£75.41</td>
<td>£12.57</td>
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<td>Lyreco Uk Ltd - Stationery</td>
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<td>£395.00</td>
<td>£0.00</td>
<td>£395.00 1060</td>
<td>Parkinson Partnership - Finance Course</td>
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</table>

**Total**  
£1,853.68  
£179.08  
£1,674.60

Chair’s initials