

**STURMINSTER NEWTON TOWN COUNCIL**  
**MINUTES OF THE TOWN COUNCIL MEETING**  
**Held on September 6<sup>th</sup> 2018 in the Council Chamber at 7.15 pm**

Present :

Councillor P Batstone  
Councillor L Chater  
Councillor A Donaldson  
Councillor V Fox  
Councillor C Fraser

Councillor M Jones (Deputy Mayor)  
Councillor H Lacey (Mayor)  
Councillor G Rose  
Councillor R Taylor

Absent: Councillor H Reed

In attendance: Mrs Emma Lindsay (Town Clerk), Mrs Louise Plumridge (Assistant Town Clerk) and 1 member of the public was present.

Minute No.	COMMENTS	RESOLUTION <small>for each item the proposer is named first followed by the seconder</small>
18/187	<b>PUBLIC SESSION</b> Youth Parliamentarian, Laurence Hayward, gave an interesting insight into the role of a Youth Parliamentarian. He suggested a good way for the Town Council to engage with young people in Sturminster Newton would be to have a meeting at Sturminster High School.	
18/188	<b>APOLOGIES FOR ABSENCE</b> Apologies were received from Councillor Reed. These apologies were accepted by the Members present.	
18/189	<b>DECLARATIONS OF INTERESTS AND DISPENSATIONS</b> No interests were declared and consequently no written requests for dispensation had been received.	
18/190	<b>MINUTES OF PREVIOUS MEETING</b> <b>The minutes of the Extra Ordinary Town Council meeting held on 16<sup>th</sup> August 2018, 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.</b>	Cllr Donaldson Cllr Jones
18/191	<b>APPROVE RECOMMENDATIONS</b> i. Finance and Personnel – The minutes of the Finance and Personnel Committee held on 12 <sup>th</sup> July 2018 having been circulated and publicised in draft form. <b>The Council RESOLVED to approve the recommendations contained therein.</b>  ii. Planning and Environment – The minutes of the Personnel and Environment Committee held on 19 <sup>th</sup> July and 16 <sup>th</sup> August 2018 having been circulated and publicised in draft form. <b>The Council RESOLVED to approve the recommendations contained in the minutes of the 19<sup>th</sup> July.</b> There were no recommendations to approve in the minutes of 16 <sup>th</sup> August 2018.	Cllr Batstone Cllr Fox  Cllr J Rose Cllr H Reed



## 18/192 FINANCIAL MATTERS

i. Approval of payments

The list of payments attached to these minutes and checked by Cllrs Fox and Taylor were **APPROVED**.

ii. Budget Comparison and Statement Earmarked Reserves as at 31<sup>st</sup> July 2018

The Budget Comparison and Statement of Earmarked Reserves as at 31<sup>st</sup> July 2018 and set out as Appendix B were noted.

iii. Proposed Budget Virements

The Town Clerk proposed the following virements:

From:

Administration £1626 to code 1020

Play Equipment £2898 to code 2050

Footway Lighting £1190 to code 2120

**The Council RESOLVED TO APPROVE the proposed virements.**

Cllr Rose  
Cllr Taylor

## 18/193 CONSIDERATION OF PLANNING APPLICATIONS

**Planning Applications to be Considered 06 September 2018**

**1**      *Plan Number*      *District Reference*  
2018/08/02              2/2018/1094/HOUSE

<i>Applicant</i>	<i>House Name</i>	<i>Road</i>
Mr and Mrs Nunn	Chapter House	3 Lane Fox Terrace
<i>Town</i>	<i>County</i>	<i>Post Code</i>
Sturminster Newton	Dorset	DT101DE

**Remove and replace existing timber hurdle fences with metal railings and carry out associated external alterations.**

**Sturminster Newton Town Council comment: No Objections.**

Cllr Donaldson  
Cllr Rose

**2**      *Plan Number*      *District Reference*  
2018/08/03              2/2018/1095/LBC

<i>Applicant</i>	<i>House Name</i>	<i>Road</i>
Mr and Mrs Nunn	Chapter House	3 Lane Fox Terrace
<i>Town</i>	<i>County</i>	<i>Post Code</i>
Sturminster Newton	Dorset	DT101DE

**Remove and replace existing timber hurdle fences with metal railings and carry out associated external alterations.**

**Sturminster Newton Town Council comment: No Objections.**

Cllr Donaldson  
Cllr Rose

## 18/194 INSURANCE OF THE FRINK HEAD SCULPTURE

The Town Clerk outlined concerns that had been raised about the future of the Frink Head.

Sturminster Newton Town Council recognise the Frink Head sculpture is an important piece of art in the town and are open to discussion with regard to its future. The Town Clerk will make contact with the Buildings Trust.

## 18/195 GROUNDS TEAM UTILITY VEHICLE

After considering the written report circulated with the meeting papers

**The Council RESOLVED to support the recommendations**

**That the Council enters into a Contract Hire agreement with Isuzu for a Isuzu D-max to secure a replacement grounds vehicle.**

**That the Mechron is disposed of at the next suitable auction.**

Cllr Taylor  
Cllr Jones



- 18/196 JUBILEE PATH  
 The Town Clerk advised that land searches still revealed irregularities. It has now been decided to prepare a plan that will exclude all other pieces of land for which Highwood Solicitors will bear the cost. The Town Clerk will provide an update at the next Planning and Environment Committee on 20<sup>th</sup> September.
  
- 18/197 GENERAL DATA PROTECTION REVIEW  
 The Town Clerk had circulated a proposed Privacy Policy for Sturminster Newton Town Council.  
**The Council RESOLVED to implement the proposed Privacy Policy for Sturminster Newton Town Council.**

Cllr Batstone  
Cllr Taylor
  
- 18/198 REQUEST TO USE THE PAVED AREAS ADJACENT RAILWAY GARDENS AND STATION ROAD FOR A MONTHLY CAR/MOTORCYCLE EVENT  
 The Town Clerk outlined a request from Cllr Spackman to use the paved areas adjacent the Railway Gardens and Station Road for a monthly car/motorcycle event.  
**The Council RESOLVED to APPROVE the request on a 6 month trial basis until 31<sup>st</sup> March 2019.**

Cllr Lacey  
Cllr Jones
  
- 18/199 ECONOMIC DEVELOPMENT  
 Cllr Batstone advised that there was nothing new to report and that there may need to be a review to determine what's required in Sturminster Newton.
  
- 18/200 DISTRICT COUNCILLORS' REPORTS  
 District Councillor Roake is on vacation.  
 District Councillor Fox's report, having previously been circulated, is attached as Appendix A to these minutes. He highlighted that The Bull planning application is being considered by NDDC on the 11<sup>th</sup> September 2018.
  
- 18/201 COUNTY COUNCILLOR'S REPORT  
 Cllr Batstone's report, having previously been circulated, is attached as Appendix B to these minutes.
  
- 18/202 The Town Mayor reported that she had attended the West Dorset Civic Day and was due to attend the North Dorset Civic Day taking place at the Cheese Festival on Saturday. The Mayor reported that she had also attended a meeting with Philip Nelson, DCC Engineer to discuss repairs to the footpath on the A357.
  
- 18/203 DAPTC AND NALC  
 No reports for Members' attention had been received.
  
- 18/204 TOWN CLERK'S REPORT  
 The Town Clerk's gave an overview of the previous month's activity. She advised that new security is being looked into after the attempted break-in at the workshop in Ricketts Lane.  
 The Town Clerk also mentioned there were problems with administering the website and the office are looking at some improvement options.
  
- 18/205 CORRESPONDENCE  
 The Town Clerk had previously circulated an email from a member of public. The Town Clerk will reply.



## 18/206 INFORMATION FROM MEMBERS

*Cllr Donaldson* – had attended the funeral of Steven Lugg representing Sturminster Newton Town Council. He had also attended the Skate Park opening. A member of public had asked if there could be more benches near the Skate Bowl and the provision of an adult swing.

*Cllr Jones* – enquired if there were funds to install a small ramp at the Skate Park for younger children.

The subject of dog bins was discussed, and it was agreed that an article in Unity would be useful to ensure the community know that dog waste can be put in general waste bins.

*Cllr Batstone* – there has been liaison with the School over future funding for the astroturf pitches.

*Cllr Rose* – attended the Skate Park official opening. He expressed one of the experienced skateboarders remarked that the Bowl was one of the best they'd used.

*Cllr Fox* – asked if Chamber could be used for the Open Spaces Group. The Town Clerk advised this was already happening.

The meeting closed at 8.55pm.

## Sturminster Newton Town Council

### BACS Payments 10/09/18 - approval list

Start of year 01/04/18

Tn no	Cheque	Gross	Vat	Net Invoice Date	DetailsCheque	Total
1729	BACS1809 10A	£444.00	£74.00	£370.00 23/08/18	4D Signs - Signwriting for Isuzu	£444.00
1719	BACS1809 10B	£961.38	£0.00	£961.38 22/08/18	Carelec - Electrical work at Sturminster Newton Mill	£961.38
1717	BACS1809 10C	£19.00	£0.00	£19.00 22/08/18	D.B.Window Cleaning - Clean Office Windows	£19.00
1742	BACS1809 10D	£201.00	£33.50	£167.50 03/08/18	DC Garden Machinery - Repairs to Stihl Hedge Cutter and Strimmer	£201.00
1728	BACS1809 10E	£12.00	£2.00	£10.00 22/08/18	DCM Tyres (Wessex) Ltd - Mower Wheel Tube	£12.00
1718	BACS1809 10F	£38.40	£0.00	£38.40 13/08/18	Dodson Adam - Tea, Coffee, Sugar from	£38.40
1734	BACS1809 10G	£111.00	£0.00	£111.00 03/09/18	Ellis Whittam Ltd - Legal Insurance	
1735	BACS1809 10G	£2,580.00	£430.00	£2,150.00 04/09/18	Ellis Whittam Ltd - Combined Services (Year 4 of 5)	£2,691.00
1732	BACS1809 10H	£375.00	£0.00	£375.00 05/09/18	Fair Account - Internal Audit Services	£375.00
1731	BACS1809 10J	£2,871.12	£0.00	£2,871.12 04/09/18	H M Revenue & Customs - August PAYE & NIC	£2,871.12
1730	BACS1809 10K	£92.26	£15.38	£76.88 31/07/18	Landscape Supply Company - Strimmer Harness and Litter Pickers	£92.26
1		£23.99	£4.00	£19.99	AS Strimmer Harness	



2		£57.53	£9.59	£47.94		AS	Litter Pickers	
3		£10.74	£1.79	£8.95		AS	Delivery	
1741	BACS1809 10L	£96.00	£16.00	£80.00	28/08/18	M&J Bowers - Document Destruction Services		£96.00
1716	BACS1809 10M	£20.00	£3.33	£16.67	23/08/18	Marsh E B & Son Ltd - Re- Hang Fridge Door		
1725	BACS1809 10M	£219.99	£36.66	£183.33	05/06/18	Marsh E B & Son Ltd - Beko 13 Place Dishwasher - DFN04C11W		
1726	BACS1809 10M	£229.00	£38.17	£190.83	21/08/18	Marsh E B & Son Ltd - Liebherr Fridge with Ice Box T1504		
1727	BACS1809 10M	£30.00	£5.00	£25.00	21/08/18	Marsh E B & Son Ltd - Appliance Installation		£498.99
1736	BACS1809 10N	£32.76	£1.56	£31.20	09/04/18	Northover G & Sons Ltd - Fuel		
1737	BACS1809 10N	£35.79	£1.70	£34.09	05/09/18	Northover G & Sons Ltd - Fuel		
1743	BACS1809 10N	£30.07	£5.01	£25.06	30/07/18	Northover G & Sons Ltd - Fuel		£98.62
1733	BACS1809 10P	£168.92	£28.15	£140.77	06/09/18	Recognition Express Eastern - Name and ID Badges		£168.92
1738	BACS1809 10Q	£39.95	£6.66	£33.29	29/08/18	Sturminster Newton Building Supplies - Safety Trainer		
1739	BACS1809 10Q	£154.72	£25.79	£128.93	06/08/18	Sturminster Newton Building Supplies - Office Redecoration and Workshop Sundries		
1		£133.79	£22.30	£111.49		OA	Office Redecoration	
2		£20.93	£3.49	£17.44		AS	Workshop Sundries	
1740	BACS1809 10Q	£43.20	£7.20	£36.00	20/08/18	Sturminster Newton Building Supplies - Top Soil		£237.87
<b>Total</b>		<b>£8,805.56</b>	<b>£730.11</b>	<b>£8,075.45</b>				

## Financial Budget Comparison

Comparison between 01/04/18 and 31/07/18 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	£125.14	£24.86
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	£1,165.23	£1,165.23
199	Other	£0.00	£0.00	£0.00
<b>Total Office &amp; Administration</b>		<b>£279,257.00</b>	<b>£140,006.37</b>	<b>£139,250.63</b>
<b>Amenities &amp; Services</b>				
200	Recreation Grounds	£4,250.00	£97.00	-£4,153.00
205	Cemetery	£4,500.00	£1,340.00	-£3,160.00
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	£2,250.00	£2,250.00
<b>Total Amenities &amp; Services</b>		<b>£24,575.00</b>	<b>£4,373.29</b>	<b>£20,201.71</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>£145,379.71</b>	<b>-£158,452.29</b>

**EXPENDITURE****Office & Administration**

1000	Office staff payroll	£91,938.00	£35,557.95	£56,380.05
1010	Office premises	£8,446.00	£3,034.50	£5,411.50
1020	Office facilities & operations	£13,390.00	£3,154.18	£10,235.82
1030	Insurance	£7,004.00	£7,239.78	-£235.78
1040	Bank Charges	£515.00	£92.93	£422.07
1045	Professional fees	£5,150.00	£150.00	£5,000.00
1050	Civic & ceremonial	£1,700.00	£300.00	£1,400.00
1060	Training	£3,090.00	£58.33	£3,031.67
1070	Subscriptions	£1,227.00	£1,043.74	£183.26
1080	Loan repayments	£15,418.00	£7,708.76	£7,709.24

## Financial Budget Comparison

Comparison between 01/04/18 and 31/07/18 inclusive.

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

		<b>2018/2019</b>	<b>Actual Net</b>	<b>Balance</b>
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>£58,340.17</b>	<b>-£89,537.83</b>
<b>Amenities &amp; Services</b>				
2000	Grounds staff payroll	£116,826.00	£32,417.61	£84,408.39
2010	Workshop premises	£2,652.00	£551.35	£2,100.65
2020	Grounds operations	£10,249.00	£4,430.61	£5,818.39
2030	Sports pavilion & facilities	£2,395.00	£740.92	£1,654.08
2040	Town Clock	£546.00	£61.06	£484.94
2050	Play facilities	£8,652.00	£0.00	£8,652.00



2060	Gardens & ornamental	£1,251.00	£659.33	£591.67
2070	Car Parks	£103.00	£0.00	£103.00
2080	Public toilets	£10,197.00	£1,700.08	£8,496.92
2090	Allotments	£52.00	£0.00	£52.00
2100	Cemetery	£1,906.00	£762.05	£1,143.95
2110	Sturminster Mill	£3,502.00	£1,769.49	£1,732.51
2120	Footway lighting	£4,069.00	£501.29	£3,567.71
2130	Town Centre	£412.00	£11.20	£400.80
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>£43,605.99</b>	<b>£-125,232.01</b>
<b>Capital Projects</b>				
3000	Section 137	£0.00	£0.00	£0.00
3010	Grants	£4,481.00	£1,250.00	£3,231.00
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	£10,000.00	£-10,000.00
3045	Community Resource Support	£0.00	£0.00	£0.00
<b>Total Capital Projects</b>		<b>£4,481.00</b>	<b>£11,250.00</b>	<b>£6,769.00</b>
<b>Total Expenditure</b>		<b>£321,197.00</b>	<b>£113,196.16</b>	<b>£208,000.84</b>
Total Income		£303,832.00	£145,379.71	£-158,452.29
Total Expenditure		£321,197.00	£113,196.16	£208,000.84
<b>Total Net Balance</b>		<b>£-17,365.00</b>	<b>£32,183.55</b>	

Approved on 4/10/18

Chair's Signature 

Appendix A

District Councillor's report August 2018.

Traditionally this is a quiet month, but just on the last day of July DCHLG published their revised National Planning Policy Framework and a member briefing was held at South Walks House explaining the main change which was basically another penalty if the building targets in N. Dorset are not met!

I attended the regular Planning Committee at Durweston there were no local items to discuss.

I took part in a Overview and Scrutiny sub group deciding a list of prepared questions for the senior management of Sovereign Housing Association when they attend a scrutiny meeting later in the autumn.

Finally, we were given an update at SWH on the progress towards the new Dorset Council.

CLlr Victor Fox.





## Appendix B

August has always been a quieter month for local government activity but this year things have been different because of the work being done to ensure a safe and seamless transfer of activity from the County and District Councils to the new Dorset Council. There are fortnightly meetings of the Organisational Transformation Programme Board whose responsibility is to oversee the work of the project team who are leading the change process. In addition we have had two meetings of the Shadow Executive and also Informal Shadow Executive meetings. At the District Council monthly meetings are planned for the 111 Councillors in Dorset Councils Partnership to keep those councillors informed. It is intended that an updating newsletter will be sent out to all Parish and Town Councils on a regular basis, the first having been sent last week.

My work as Chairman of the Safeguarding Board continues and my role on the new Shadow Executive is as Lead Member for Safeguarding (Community Safety). We have two more meetings before the end of this municipal year. In particular the next meeting will be looking at school exclusions and its relationship to elective home education. We are concerned that in some cases parents are advised to select home education as an alternative to exclusion. We are planning an Enquiry Day into Special Needs Education, in particular how the Education, Health and Care Assessments which are now being completed as required, are actually implemented. The aim is to examine the situation with input from parents, children, voluntary bodies and professionals in order to make recommendations to the new Council.

Parish Council Meetings ceased during August except for the Hinton St. Mary Parish Council.

Sturminster itself has been busy with meetings of KnowStur, of the group planning the Literary Festival next year and what is now called the Sturminster Newton Projects Forum. The Forum aims to provide coordination for the organisations putting on events in the town. A new event has popped up this month thanks to the obsession for classic cars and motor bikes of Yasar and Chris Spackman, with the first classic car and bike get together at Poets Corner, an event they plan to repeat on the first Saturday of each month from 6<sup>th</sup> October. Work continues to set up a new Chamber of Trade and Commerce in Stur, to be called SturBiz, to bring together retail, service and manufacturing businesses in Sturminster Newton and area. The existing Sturminster Newton Association of Trade, Commerce and Hospitality has retreated to being a body which concentrates on the retail businesses of the town centre and raises funds for the Christmas tree and lights, plus sending out informative emails via a data base. The Business Breakfasts continue as a separate entity.

Whilst I am away for the next few weeks I will be keeping in touch via the iPad. I will liaise with Councillor colleagues to pick up work for me if necessary.

Pauline Batstone,  
Town, District and County Councillor



