

STURMINSTER NEWTON TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING
Held on Thursday 7th February 2019 in the Council Chamber at 7.15 pm

Present :

Councillor P Batstone	Councillor H Lacey (Mayor)
Councillor L Chater	Councillor H Reed
Councillor A Donaldson	Councillor G Rose
Councillor C Fraser	Councillor R Taylor
Councillor M Jones (Deputy Mayor)	

Absent: Councillor V Fox

In attendance: Mrs Emma Lindsay (Town Clerk) and Miss Kate Squire (Finance Officer)
Five members of the public were present.

Minute No.	COMMENTS	RESOLUTION for each item the proposer is named first followed by the seconder
TC/17/19	PUBLIC SESSION Two members of the public raised concerns regarding an ongoing planning matter. A discussion proceeded. The Town Clerk advised that she had been in contact with the planning officer assigned to the case and had been advised that a decision on the matter would be made shortly.	
TC/18/19	APOLOGIES FOR ABSENCE Apologies were received from Cllr Fox. These apologies were accepted by the Members present.	
TC/19/19	DECLARATIONS OF INTERESTS AND DISPENSATIONS No interests were declared and consequently no written requests for dispensation had been received.	
TC/20/19	MINUTES OF THE PREVIOUS COMMITTEE MEETING The minutes of the Town Council Meeting held on 3rd January 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.	Cllr Donaldson Cllr Rose
TC/21/19	TO APPROVE RECOMMENDATIONS FROM THE FOLLOWING COMMITTEE MEETINGS: i. Amenities Committee The minutes of the Amenities Committee held on 10th January 2019 had been circulated and publicised in draft form. The Council RESOLVED to APPROVE the recommendations contained therein. ii. Planning and Environment Committee The minutes of the Planning and Environment Committee held on 17 th January 2019 had been circulated and publicised in draft form. No recommendations to approve. Finance and Personnel Committee The minutes of the Planning and Environment Committee held on 24 th January 2019 had been circulated and publicised in draft form. No recommendations to approve.	Cllr Reed Cllr Batstone



- TC/22/19 FINANCIAL MATTERS
 i. Approval of Payments
 The list of payments detailed below and checked by Cllrs Batstone and Chater were **APPROVED**.
 Cllr Batstone
 Cllr Chater
- ii. Budget Comparison as at 31st January 2019
 The Budget Comparison as at 31st January 2019 was **APPROVED**.
 Cllr Rose
 Cllr Lacey
- iii. Budget Virements
 There were no budget virements to consider.
- TC/23/19 CONSIDERATION OF PLANNING APPLICATIONS
 2/2018/1774/HOUSE - Consultee Comment from Sturminster Newton Town Council
 Willow Tree Cottage, Fiddleford Village Road, Fiddleford.
No objections as it is not in our parish, therefore not in the Sturminster Newton Neighbourhood Plan.
The extension is within the building lines.
 Cllr Donaldson
 Cllr Taylor
- TC/24/19 THE INTERNAL AUDIT REPORT AND RISK ASSESMENT
 Following the Town Council resolution on the 4th October 2018 (minute number 18/239i) the Town Clerk presented the financial risk assessment report from the Internal Auditors, the Council noted its content and action plan.
- TC/25/19 STURMINSTER NEWTON MILL PROJECT REPORT
 The Town Council discussed the report, which had previously been circulated, with the members of the Museum and Mill Society present.
The Council RESOLVED that Cllrs Jones, Rose, Lacey work with the Town Clerk to pursue a new lease for the Sturminster Newton Mill.
 Cllr Taylor
 Cllr Donaldson
- TC/26/19 FUTURE HIGH STREET FUND
 After considering the written report circulated with the meeting papers.
The Council RESOLVED to submit a joint expression of interest to the Future High Street Fund with the Sturminster Newton Community Benefit Society.
 Cllr Batstone
 Cllr Rose
- TC/27/19 SCHEDULE OF MEETINGS FOR THE NEXT MUNICIPAL YEAR
 The Town Clerk reported that she had been reviewing meeting arrangements for the coming municipal year. The Town Clerk suggested that the Town Council meeting day be earlier in the week. The Council discussed various options and the Town Clerk agreed to send out a survey for Councillors' to note their preferences.
- TC/28/19 DISTRICT COUNCILLORS' REPORTS
 District Councillor Fox's report, having been previously circulated is included at the end of these minutes.
- TC/29/19 COUNTY COUNCILLOR'S REPORT
 County Councillor Batstone's report, having been previously circulated is included at the end of these minutes.
- TC/30/19 TOWN MAYOR'S REPORT
 The Town Mayor reported she had officially opened the new Community Café at Stour Connect. It is open on Tuesdays and Thursdays from 8.30am to 12.30pm. She wished them success. She would also be attending a Civic Day at Ferndown but before this she was organising her own Civic Event, Celebrating Volunteers. The afternoon will be a chance to recognise some of the hard working volunteers in our community.
- TC/31/19 DAPTC AND NALC



No reports requiring Members' attention had been received.

TC/32/19 TOWN CLERK'S REPORT

The Town Clerk updated the Council regarding her work on the Jubilee Path, Neighbourhood Plan and her portfolio for the CiLCA qualification. She also advised that the annual Health and Safety inspection had been passed and that the Grounds Manager would soon have completed the IOSH Managing Safely course. She also advised that she was reviewing the Town Councillor email set up and invited feedback from Councillors.

TC/33/19 CORRESPONDENCE

One item of correspondence had been received. This was read out to the members of the Council. A discussion ensued and Cllr Lacey suggested the most appropriate course of action would be to pass the letter to the emergency planning department at Dorset County Council.

TC/34/19 INFORMATION FROM MEMBERS

Cllr Donaldson – Reported that he had received very favourable reports regarding the work done by the Grounds Team during the recent snow. He wished to commend them. He also pointed out that the enhancement works had started on Station Road.

Cllr Rose – Had attended the Allotment Associations AGM. He also wished to pass on positive comments he had received regarding the Grounds Manager and staff from the Association for the work that had recently been done.

Cllr Batstone – Advised that she had been working with a member of the highways team regarding various issues that needed to be addressed. She also updated the Council the legal issue regarding the closed footpath at the bridge were still ongoing.

Cllr Lacey – Advised that there seemed to be a lot of confusion over the highways sign at Station Road on social media.

TC/35/19 EXCLUDE MEMBERS OF THE PUBLIC

In exercise of the power conferred by the Public Bodies (Admission to Meetings) Act 1960, Section 1(2) the Committee RESOLVED that member 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 Lacey
Cllr Batstone

TC/36/19 JUBILEE PATH

Having fully discussed the previously circulated report regarding the Jubilee Path.

The Town Council RESOLVED not to adopt the Jubilee Path and to look for an alternative route to the railway in the longer term.

Cllr Fraser
Cllr Batstone

The meeting closed at 8.51pm.

Financial Budget Comparison

Comparison between 01/04/18 and 31/01/19 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	£277,182.00	£0.00
105	Contributions to Expenditure	£970.00	£0.00	-£970.00
110	Interest - Public Sector Deposit Fund	£150.00	£334.90	£184.90
115	Interest - Bath Building Society	£150.00	£0.00	-£150.00
120	Chamber hire	£800.00	£105.00	-£695.00
125	Grants received	£0.00	£788.00	£788.00
130	Photocopying, printing, etc.	£5.00	£0.00	-£5.00
135	Insurance Settlements	£0.00	£0.00	£0.00
140	VAT reclaimed	£0.00	£7,929.79	£7,929.79
199	Other	£0.00	£184.20	£184.20
Total Office & Administration		£279,257.00	£286,523.89	-£7,266.89
Amenities & Services				
200	Recreation Grounds	£4,250.00	£1,616.28	-£2,633.72
205	Cemetery	£4,500.00	£4,065.00	-£435.00
210	Agency Agreements	£6,200.00	£240.00	-£5,960.00
215	Street cleansing	£9,000.00	£9,000.00	£0.00
220	Contributions	£625.00	£11,366.29	£10,741.29
225	Allotments	£0.00	£0.00	£0.00
299	Other	£0.00	£4,770.00	£4,770.00
Total Amenities & Services		£24,575.00	£31,057.57	-£6,482.57
Capital Projects				
300	Developer Contributions	£0.00	£0.00	£0.00
399	Other contributions, grants & donations	£0.00	£1,650.05	£1,650.05
Total Capital Projects		£0.00	£1,650.05	-£1,650.05
Total Income		£303,832.00	£319,231.51	£15,399.51
EXPENDITURE				
Office & Administration				
1000	Office staff payroll	£91,938.00	£76,893.65	£15,044.35
1010	Office premises	£8,446.00	£7,104.23	£1,341.77
1020	Office facilities & operations	£13,390.00	£10,489.28	£2,900.72
1030	Insurance	£7,004.00	£7,246.43	-£242.43
1040	Bank Charges	£515.00	£245.12	£269.88
1045	Professional fees	£5,150.00	£4,150.00	£1,000.00
1050	Civic & ceremonial	£1,700.00	£398.98	£1,301.02
1060	Training	£3,090.00	£2,363.56	£726.44
1070	Subscriptions	£1,227.00	£1,274.74	-£47.74
1080	Loan repayments	£15,418.00	£15,417.52	£0.48

Financial Budget Comparison

Comparison between 01/04/18 and 31/01/19 inclusive.



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

		2018/2019	Actual Net	Balance
1090	VAT paid	£0.00	£0.00	£0.00
1999	Other	£0.00	£0.00	£0.00
3050	Petty Cash	£0.00	£38.54	-£38.54
Total Office & Administration		£147,878.00	£125,622.05	-£22,255.95
Amenities & Services				
2000	Grounds staff payroll	£116,826.00	£91,094.18	£25,731.82
2010	Workshop premises	£2,652.00	£2,198.68	£453.32
2020	Grounds operations	£10,249.00	£14,260.56	-£4,011.56
2030	Sports pavilion & facilities	£2,395.00	£2,217.53	£177.47
2040	Town Clock	£546.00	£156.15	£389.85
2050	Play facilities	£8,652.00	£350.00	£8,302.00
2060	Gardens & ornamental	£1,251.00	£737.92	£513.08
2070	Car Parks	£103.00	£0.00	£103.00
2080	Public toilets	£10,197.00	£4,856.04	£5,340.96
2090	Allotments	£52.00	£59.58	-£7.58
2100	Cemetery	£1,906.00	£1,692.05	£213.95
2110	Sturminster Mill	£3,502.00	£10,808.94	-£7,306.94
2120	Footway lighting	£4,069.00	£4,462.47	-£393.47
2130	Town Centre	£412.00	£151.59	£260.41
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	£472.00	-£163.00
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	£680.00	£865.00
2999	Other	£0.00	£1.00	-£1.00
Total Amenities & Services		£168,838.00	£134,198.69	-£34,639.31
Capital Projects				
3000	Section 137	£0.00	£0.00	£0.00
3010	Grants	£4,481.00	£1,750.00	£2,731.00
3020	Skate Bowl Project	£0.00	£2,200.00	-£2,200.00
3030	Neighbourhood Development Plan	£0.00	£0.00	£0.00
3035	WW1 Centenary Commemoration	£0.00	£982.00	-£982.00
3040	Economic Development Plan	£0.00	£10,000.00	-£10,000.00
3045	Community Resource Support	£0.00	£0.00	£0.00
Total Capital Projects		£4,481.00	£14,932.00	£10,451.00
Total Expenditure		£321,197.00	£274,752.74	£46,444.26
Total Income		£303,832.00	£319,231.51	£15,399.51
Total Expenditure		£321,197.00	£274,752.74	£46,444.26
Funded by reserves			£0.00	
Total Net Balance		-£17,365.00	£44,478.77	

Sturminster Newton Town Council
BACS Payments for Town Council 7th Feb 19 - approval list



Start of year 01/04/18

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
2018	BACS1902 12A	£120.00	£0.00	£120.00 23/11/18	Dorset Association of Parish & Town Councils - Budgets and Precepts Course E Lindsay/K Squire	
2019	BACS1902 12A	£110.00	£0.00	£110.00 23/11/18	Dorset Association of Parish & Town Councils - Bring your own chair course H Lacey/E Lindsay	£230.00
2020	BACS1902 12B	£237.16	£39.53	£197.63 23/01/19	Engelbert Strauss Ltd - Grounds Workwear	£237.16
2021	BACS1902 12C	£228.71	£38.12	£190.59 01/02/19	Euromec Contracts Ltd - Street Sweeper Brushes	£228.71
2022	BACS1902 12D	£108.70	£18.12	£90.58 31/01/19	Lyreco Uk Ltd - Stationery	£108.70
2017	BACS1902 12E	£80.65	£3.84	£76.81 01/02/19	Southern Electric - Footway Lighting	
2023	BACS1902 12E	£16.57	£0.78	£15.79 01/02/19	Southern Electric - Footway Lighting	£97.22
2024	BACS1902 12F	£55.52	£9.25	£46.27 18/01/19	Sturminster Newton Building Supplies - Tape, Gloves, Scaplings and Cement	£55.52
1		£3.02	£0.50	£2.52	AS Masking Tape	
2		£15.00	£2.50	£12.50	AS Thermal Knit Gloves	
3		£37.50	£6.25	£31.25	AS Scaplings and Cement	
2025	BACS1902 12G	£132.56	£15.75	£116.81 29/01/19	The Exchange - January 2019 Recharges	£132.56
1		£58.69	£9.78	£48.91	OA Electricity January 2019	
2		£5.81	£0.97	£4.84	OA Alarms January 2019	
3		£20.79	£0.00	£20.79	OA Water January 2019	
4		£27.41	£4.57	£22.84	OA Gas January 2019	
5		£2.60	£0.43	£2.17	OA Refuse January 2019	
6		£17.26	£0.00	£17.26	OA Insurance January 2019	
2026	BACS1902 12H	£1,600.00	£0.00	£1,600.00 13/12/18	Vicky & David Dawson Partnership - Governance Review and Report for the Mill	£1,600.00
2027	BACS1902 12J	£138.00	£23.00	£115.00 15/01/19	Blandford Office Furniture Ltd - Office Table	£138.00
Total		£2,827.87	£148.39	£2,679.48		



01/04/18

Total £10,589.04

Petty Cash Account Reconciled Statement

Petty Cash		Petty Cash	
Statement Number	152		
Statement Opening Balance	£200.00	Opening Date	01/01/19
Statement Closing Balance	£161.46	Closing Date	31/01/19
True/ Cashbook Closing Balance	£161.46		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
31/01/19	Petty Cash	Multiple Suppliers/ Customers	38.54	0.00	161.46

Approved on

Chair's signature 

District Councillor's Report January 2019.

Due to the 4 week cycle of Planning Committee meetings we met twice this month, the first included the vexed issue of the field at the Bull Inn, this was originally included in the Draft Neighbourhood Plan but at the Examination Process the Inspector was unhappy with aspects of this and it was removed at his request and so the application had to be decided by the NDDC Planning Committee, they gave it their approval subject to the provision of one house to be tied to the Bull as managers accommodation and improvements to the Bull itself. At the second meeting there were no local issues.

I sat on a Licensing Sub-Committee where 3 members of the License and Orders Committee are asked to decide a license application that has raised issues with the Licensing Officer, the Police or neighbours and as with planning applications these hearings are Quasi-Judicial, meaning that our decision can be challenged in court and so they have to be taken seriously and can be difficult when the parties involved have already fallen out!



The Shadow Dorset Council met to formally adopt the new Constitution for the new Unitary Dorset Council and much discussion was held on proposed new Protocol of access to the Planning Department by Town and Parish Councils resulting in revised wording reverting, in effect, to the current system of direct input to the Planning Department as a Statutory Consultee.

Cllr Victor Fox. NDDC.

County Councillors Report January 2019

A new year and a new Council as from 1st April. The existing Councillors will continue in post until 2nd May with the Shadow Council and Shadow Executive Committee having responsibility for running the new Council until a new set of 82 Councillors have been elected. The new Ward of Blackmore Vale takes in the parishes of Pulham, Mappowder, Hazelbury Bryan, Fifehead Neville, Woolland, Ibberton, Okeford Fitzpaine, Lydlinch and Ibberton and replaces the former Lydden Vale Ward of North Dorset District Council which in turn is part of the Blackmore Vale Division of the County Council. Glanvilles Wootton becomes part of the Sherborne Rural Ward. The plan is to save money and deliver a more efficient service to residents by operating more efficiently with fewer managers, fewer councillors (saving £500,000 pa.) fewer buildings and continuing and growing use of electronic means of communications. As I have said before, the biggest budget items are Children and Families and Adult Social Care taking three quarters of the income of the current County Council.

Before Christmas the County Council received a large sum of money towards our high cost of road repairs so please make sure you report the areas and potholes which are worrying you - either report on line (dorsetforyou) or by telephone to 01305 221000. The Shadow Council have agreed a Highways Maintenance Programme for the next two years who indicates resurfacing or surface dressing to a number of roads in our area. I try and drive around most of the lanes in my Division every month or so, in addition to the direct journeys I may make, and am pleased to see how some of them have been improved over the past few months. In particular the dreaded Marsh Lane between Hazelbury Bryan and Ansty has received long overdue treatment although the water leak at the Hazelbury Bryan end is still a problem causing surface erosion and needs sorting.

An Enquiry Day into the service which children with special educational needs (SEND) get from the County. Councillors met with children, their parents and carers, head teachers, practitioners and those who commission services to hear what works and what does not work. In the absence of more money from central government for SEND Councillors are determined to see what can be done to make the existing funds go further and be used more effectively.

My attention was drawn this month to the work of The Prince's Countryside Fund which has grants of up to £50,000 available for projects that will provide a long-term positive impact to the individuals and communities they seek to benefit. The Trust provides funding towards projects affecting areas of greatest rural need. The grants aim to sustain rural communities, improve the prospects of viability for farm and rural businesses and support aid delivery in an emergency and build resilience. For more information look at their website but it may be of value to people in our community. The closing date for the current round of applications is in February.

During the coming month I will be at:

Pulham Coffee Morning on Saturday 2nd February at 10.30 a.m. the Exchange Coffee Bar at 11.30 a.m.

Hilton Coffee Morning at The Church on 9th February

Okeford Fitzpaine on Saturday 16th February

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