

STALBRIDGE TOWN COUNCIL

Clerk: T Watson
TheHub@Stalbridge,
Station Road, Stalbridge, Sturminster Newton, Dorset, DT10 2RG.
Tel 01963 364276.

Email: clerk@stalbridgetowncouncil.gov.uk

Approved minutes of The Town Council Meeting held at the above address on
Wednesday 5th March 2014

Present Councillors: G Carr-Jones (Chair), P Ashcroft, W Batty-Smith, T Bishop, J Cowley,
A Dike, K Garland, D Hine, R Knapp, C Moore

T Watson (Clerk)

In attendance

There were 15 members of the public in attendance.

Pauline Batstone (County Councillor) was in attendance.

Welcome to members of the public and introductions.

1. Community Open Forum.

A question was received regarding any decision being made by the TC concerning the skate park. It was confirmed that a task group had been formed, had met and considered the possible sites against criteria and were due to make site visits. The Task group's objective is one of fact finding with a view to making a recommendation to the TC. Any formal resolutions will be made by TC members at Council meetings.

2. To receive apologies.

Apologies had been received in advance of the meeting from J Smith and A Dike.

3. Declarations of interest.

None.

4. To approve the minutes of the meeting - held on 5th February 2014

Letter received from D Pender objecting to the record of the number of signatures on the Skate Park petition. Members were satisfied that the minutes were a true and accurate record of the speech at the meeting.

RESOLVED: The minutes of the meeting having previously been circulated to Councillors were approved and signed by the Chairman.

5. Correspondence: as detailed in annex. 1a.

| Date | From | Info | Action |
|----------|--------------------------------|---|--|
| Jan 14 | Residents of Knightstone Court | Letters & petition ref disable parking | It was agreed to consider with the issue of on street parking in the High Street and to endeavour to work with Spectrum Housing to achieve an improvement. |
| 10.02.14 | NDDC | Applications for designation of neighbourhood areas | Noted |
| 11.02.14 | Mr & Mrs Thomas | Letter ref skate park | Noted, copies sent to members. |
| 14.02.14 | E Smith | Letter ref skate park | As above. |
| 16.02.14 | C Trowbridge | Letter ref skate park | As above. |
| 25.02.14 | NDDC | Flood damage & repairs restoration | J Cowley to consider if applicable to the resident of Raleigh Rd who's garden flooded. |
| 25.02.14 | NDDC | Designation of | Noted |

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|----------|--------------------|---------------------------------------|---------------------------------------|
| | | Sturminster Newton neighbourhood area | |
| 25.02.14 | NDDC | Event 'Ecohomes weekend' | P Ashcroft to pass to local residents |
| 26.02.14 | S Unwin | Event 'Farming & the EU' | Declined to comment |
| Undated | Mr & Mrs Pender | Letter ref skate park | Noted, copies sent to members. |
| 01.03.14 | POPP | Invitation to meeting | Noted |
| 03.03.14 | Mrs Fowler | Letter ref skate park | Noted, copies sent to members. |
| 03.03.14 | Hunts Frozen Foods | E-Mail ref skate park | As above. |

6. To re-consider a recommendation from the Library Management Sub-Committee that the old external library door be replaced with a window and give further instruction.

T Lee summarised the communication from the Library Management Group (LMG) to the TC. In conclusion he assured members that the LMG would not make proposals to TC unless they felt that they were absolutely necessary and that having handed the management of the library to the LMG the TC should have very good reason for not taking proposals forward. Whilst some members felt that the works were cosmetic others were in agreement that a window would look better and understood that it would facilitate more effective use of the area. There was a general feeling that the works were not of an urgent nature and that they should be combined with the repairs / re-decoration of the exterior of the Library building. The issue of whether the funds to replace the window are capital was felt to be an issue TC funds management.

RESOLVED: It was proposed and agreed that R Knapp will work 2 LMG representatives to compile a list of remedial external works and the 3 quotes for these works combined with the replacement of the door with a window can be sought and presented to TC.

7. To receive an application for funding from the History group to print the Town History Trail.

J Daggart explained that the history group had been formed 18 months ago and the Town History Trail was their first project. The creation of the trail has taken many hours and the information has been taken from many sources including the publication by Irene Jones. The Group envisage many spin off projects and hope that the trail will help to promote Stalbridge and will be a useful teaching aid for the local school. Members highly commended the group on all their hard work. It was understood that the publication will available free of charge in Stalbridge, Shaftesbury, Sherborne and through the North Dorset Museums' Group. The inclusion of advertising of local business was considered and it was felt that this was not appropriate. Members were keen to have a link to the TC web site and offered The Hub for a launch event. P Batstone felt that the trail was an excellent tool for rural tourism and had potential to be linked to the trailway in the future.

RESOLVED: It was proposed and agreed to make a grant of £700 to the history group to cover the printing of the Town Trail.

8. To review the annual risk assessments and give further instruction.

The risk assessments had been updated. The main area requiring action is the completion of the allotments agreement. As previously advised this is pending NDDC agreement, which to date there has been no success in obtaining. The other more minor areas were a review of the

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lease agreements with the Hall management Committee and the Playing Fields Management Committee and enhanced play equipment inspections.

RESOLVED: It was proposed and agreed that a review of the risk assessment had been carried out and the Clerk was instructed to progress with the actions noted.

9. To complete the County Council questionnaire on on-street parking & pay & display parking enforcement.

J Cowley agreed to take the lead on the completion of the questionnaire and the Clerk will circulate proposed responses prior to sending.

10. To receive a verbal request from traders for on street parking in the Stalbridge High Street. G Carr- Jones

Various communications had been received from traders and representatives present felt that 2 or 3 short term parking spaces on the High Street would be a vast help in creating a quick shop opportunity. Members noted that there are currently 5 businesses on the High Street on the market and were very keen to help to maintain and grow local business. P Batstone advised that this is the premium time to make requests for road traffic regulation orders which will be batched by Town during the next financial year. Members considered if a financial contribution towards the legal costs would help and the Chairman advised that there may be some funds available to re-generate the High Street and promote economic growth. G Carr-Jones offered to co-ordinate a traders petition to support any TC application.

RESOLVED: It was proposed and agreed in response to a request from local traders to request from DCC Highways a RTO to create 2 / 3 short term parking spaces on the west side outside Candy's and the Bank and to re-instate the short term spaces on the west side outside the opticians. Councillor P Batstone was asked for her support for the request.

11. To resolve the purchase of display material for the Hub. G Carr-Jones.

The Clerk advised that the display material would be of great use for publicizing local events and organisations and events at The Hub. There are funds in the office equipment budget to cover the approximate cost of £400.

RESOLVED: It was proposed and agreed to purchase of display material for the Hub within a budget of £400.00.

12. To resolve the upgrade of the central heating timer at The Hub. T Bishop

It was noted that the programmer installed is a very simple domestic 5 day type adapted to provide 2 zone controls. This is less effective than the previous Library programmer which had 7 day controls. T Bishop advised that a 7 day, variable time, 2 zone programmer would give the optimum heating control for the building.

RESOLVED: It was proposed and agreed to instruct the Clerk to ask the building contractor to replace the controller with one more suitable for the use of the building.

13. To resolve the installation of a fire alarm system at The Library.

A quote had been received to a value of £450.00 plus VAT for the works. Members considered communicating with DCC to express their disappointment that the public building had been handed over to the TC without the statutory fire alarm installed. Failing this K Garland agreed to help source a more competitive quote.

RESOLVED: It was proposed and agreed to make contact with DCC regarding the handover of the library building without a fire alarm system.

14. To approve the terms of reference for the Information Volunteers at the Hub.

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RESOLVED: It was proposed and agreed to approve the terms of reference for the Information Volunteers at the Hub as presented.

15. To approve the terms of reference for the Skate Park Task Group.

RESOLVED: It was proposed and agreed to approve the terms of reference for the Skate Park Task Group as presented.

16. Finance.

a. To approve the accounts as presented in annex 1b. For payment.

| | | |
|--------------------------------------|---|-----------|
| Stalbridge Hall Management Committee | Grant for replacement windows Mtg. ref 03.12.13 | £6,000.00 |
| T Watson | In lieu of stamps purchased | £14.40 |
| Direct office Supplies | Stationary Inc. printer toner | £390.06 |
| HMRC | Tax & NI March | TBC |
| T Watson | Salary March | TBC |
| T Watson | In Lieu of purchase of property marking kit | £15.00 |
| Prodigy PC | Silver BS 5 units & back up January | £109.20 |
| Prodigy PC | Silver BS 5 units & back up February | £109.20 |
| British Gas | Electricity WC's 01.11.13-31.01.14 | £111.42 |
| Total Gas & Power | Gas the Hub 31.12.13-31.01.14 | £89.54 |
| BT | Information office Phone line & diversion charges | £34.74 |
| BT | TC phone line & diversion charges | £73.27 |
| Buzz Connect | VOIP phones January | £25.54 |
| T Lee | In lieu of 1 x key cut for library door | £4.38 |
| NDDC | Annual rent land adjacent to Pond close | £12.00 |
| NDDC | Council tax flat 01.04-16.07.13 | £190.94 |

RESOLVED: Proposed by W Batty-Smith seconded by D Hine and agreed that approval of the invoices as presented be made.

17. Clerks report on matters arising.

Jarvis field fence repair – Works Order has been placed.

Community web site – Members agreed to consolation sessions at The Hub in April and to fund printing flyers.

March Newsletter - Approved

Open Morning Sat 22nd March - To draw the prize from the travel exchange questionnaire.

Attending First Dorset credit union, Age concern, 1st point, Fire Brigade. Info stands for what's on in Stalbridge and the WI.

Meeting dates for 14.15 – Sent out via e-mail & paper copies available.

Town Council web site - Request for 2 members pictures and profiles.

18. To receive Town Councillors reports.

P Ashcroft – Lights Group request for the TC to adopt the Stalbridge flag. Confirmed that the TC had previously agreed to fund the lighting of the lime tree but the lights group were to make the arrangements for works as previously.

K Knapp – Park wall opposite The Old School has been repaired at a lower level than original and a horse jumped over it. Members agreed that the wall was not listed and therefore any repairs were not governed by this.

J Cowley – Poor accoustics in the meeting room (There are plans to install a hearing loop)

T Bishop – Very impressed with fundraising plans at the Stalbridge Hall Management meeting, CEPEND chairs meeting, plans for a new local action group for North & possibly East Dorset.

D Hine – Need to consider ways to attract the U3A to use room / hall facilities in Stalbridge.

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19. To receive North Dorset District Councillors reports.

W Batty-Smith – The planning application for 45 Grosvenour Road will be considered under delegated terms after further negotiations on the design.

20. To receive the Dorset County Councillors report.

P Batstone advised that there was to be a meeting to consider the 6th form school transport system and that she had invited all families who had expressed concerns to her previously.

21. Date of the Next meeting - The next Town Council meeting will be held on **Wednesday 9th April 2014**. All items for inclusion on the agenda must be received by the Clerk by 9.00am on Tuesday 1st April 2014.

The meeting closed at 9.00 pm

Date...09/04/14

Signed.....
Chairman