

Stalbridge Town Council Meetings

# Town Council Meeting Minutes

**Approved minutes of a meeting of the Town Council Meeting held on Wednesday 15th February 2023. (Held at The Hub Commencing at 7 p.m.)**

​Councillors present at the meeting:

K Garland (Chair), D Andrews, P Hancock, H Hatcher, B Penfold, N Penny, M Robinson & V Zarucki

### Clerk for the meeting:

T Watson

Apologies had been received from G Carr-Jones (Dorset Councillor).

There were 3 members of the public present.

Open Forum:

Mr R Thompson addressed the meeting in relation to a recently granted tree works application made by the Allotment society. He stated that the information submitted in the application is inaccurate as the T3 sycamore (re-establish coppice to 0.3m above ground level) mentioned in the application were on his land and he did not agree to the proposed works.

Members understood that the allotment society would not be able to achieve the works before the nesting season and the TC Allotments representative D Andrews was instructed to ask them not to proceed with any works until the ownership of the T3 sycamores is confirmed.

1. **To receive apologies**

None

1. **To receive declarations of interest and requests for dispensations (Please notify the Town Clerk prior to the meeting)**

K Garland: Pecuniary item 13a. in relation to payments to IK Services.

1. **To approve the minutes of the meeting held on 18th January 2023**

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

1. **Planning** 
   1. **To consider the following planning applications**

**P/OUT/2023/00127 Demolition of dutch barn & erection of 1no. detached dwelling (outline application to determine access only). Wards Hill Church Hill Stalbridge Dorset DT10 2LS**

It was noted that the prosed access already exists to the bungalow.

**RESOLVED: Support the application as the access is already established to a dwelling**

* 1. **Recent planning decisions of Dorset Council**

P/LBC/2022/06953 Internal and external alterations to install 2 No.rooflights and retain boiler flue. Home Farm Duck Lane Stalbridge Dorset DT10 2LP Granted 13.01.23

P/PACD/2022/07467 Change of use from commercial, business & service (Use Class E) to 4no. dwellinghouses (Use Class C3) Meaders Station Road Stalbridge Sturminster Newton DT10 2RQ Prior Approval refused 11.01.23

P/TRC/2022/07749 T1 - Elder - Fell to ensure safety of shed/allotment users. T2 - Unknown species - Fell as tree is heavily affected by ivy and shading out allotments. T3 - Sycamore - Re-establish coppice to 0.3m above ground level as is heavily shading out allotments. T4 - Cedar - Fell as shading out allotments and spreading into allotment space. T5 - Cedar - Reduce width on allotment side only to 1m from main stem, as is overgrown and shading out allotments.

Allotments West Of Pond Walk Stalbridge. Tree Works - CA - No Objection 04.01.23

* 1. **Report on responses to planning consultations.**

P/HOU/2023/00182 Replace existing u.p.v.c. Conservatory with Single Storey Extension. The Little Manor, Cooks Lane To Kingsmill Road Across Stalbridge Common Stalbridge DT10 2SH

Application Supported

* 1. **Appeals and matters of report from previous applications.**

None.

* 1. **Members planning matters of report.**

H Hatcher drew members attention to works on the front elevation of the post office that appear to not be in accordance with the approved plans. Agreed to communicate with the applicant.

1. **To receive the Dorset Councillors report.**

Paper report received.

1. **To receive Town Councillors written reports.**

M Robinson – Dorset health home project.

1. **Town Clerks report & Correspondence: As detailed in annex 1a.**

Clerks report

Vandalism - of the waste bin at Jubilee play area on three separate occasions. All have been reported to 101. Bin has now been removed.

Hub grounds works - have been completed.

Notice of expression of interest to tender – for the Hub Garden, extension and town orderly services have been posted.

Jubilee play area – Section 106 funds applied for. The options report was considered and agreed to opt for option 1 and proceed to placing order with a view to completion of installation in the last week in May avoiding construction during half term.

Waste bin at the dug outs - That was set on fire needs to be replaced.

Hub Extension – Instructed architect to apply for planning.

Correspondence

Stalbridge PFMC – request for town Council support for application of section 106 funding to replace the playingfields boundary fence

AGREED : to support the application.

St Marys PCC – Thanks for grant

NOTED

1. **To receive an update and costs for the purchase of a storage container. H Hatcher**

H Hatcher advised that a site meeting had been carried out and presented an Action Plan/Timeline with estimated costs.

**RESOLVED: To proceed based on putting shelter in storage, relocating bike shelter and further detail on insulation to avoid condensation**

1. **To commence a Future vison town project and appoint a sub-committee to complete this piece of work. P Hancock**

P Hancock presented the proposal the aim of which was to achieve a council fit for purpose managing a larger conurbation in the future and posed a question regarding two considerations for the future of the town. He explained that the work would entail a long term commitment by the sub committee members.

**RESOLVED: To commence a Future vison town project and a sub committee was appointed. Members K Garland, P Hancock, H Hatcher & N Penny.**

1. **For the Town Council to commemorate the Kings Coronation: P Hancock**
   1. **Flying union flags down the high street.**

**RESOLVED: To fly 70 flags down the A357 from the 29th April to the 14th May and employ a third party to put them up and take them down.**

* 1. **Commemoration gifts for primary and pre-school**

Several options were presented for review.

**RESOLVED: To purchase coronation commemoration medals for Stalbridge primary and pre-school children.**

* 1. **Participate in the ‘The big help out’ by providing a platform for local groups and organisations to recruit volunteers and complete a nominated project.**

The concept of a volunteering project on the bank holiday was not considered to be viable in terms of potential attendance and the commitment that would need to be offered by the nominated group.

The proposal was amended to omit completing a nominated project

**RESOLVED: To participate in the ‘The big help out’ by providing a platform for local groups and organisations to recruit volunteers via the town council web site & Stalbridge.info.**

1. **To review the annual risk assessment 22/23 and give further instruction.**

Actions: Letter to Scouts regarding permission & risk assessment for bonfire event. Review Station Rd car park use. Annual review of Hub SOPS and lone working policy. Assistant Clerks training. Update the annual register of gifts. Liaise with the town orderly regarding fly posting. Collate results for regular play area inspections. Rolling refurbishment of seats/ benches

**RESOLVED: Action plan signed by the Clerk / RFO & the Chairman**

1. **Annual Members update register of interests / gifts 21.22**

The Clerk explained that it is good practice for members to regularly review their digital ROI on the DC web site and make any amendments necessary. As with other registered interests, a Councillor has a personal interest in any matter under consideration at a meeting if it is likely to affect a person giving that councillor a gift or hospitality. A record is kept of all declared gifts or hospitality.

There was a query regarding the easy of accessibility of the digital ROI in terms of personal data protection.N Penny offered to work with the Clerk in relation to this.

**RESOLVED: Members will review and update their register of interests. No declarations in terms of gifts for the period.**

1. **Finance.**
2. **To receive a list of payments & Receipts**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | expenditure | income |
| IK Services | Bin Hire |  | £32.50 |
| Stalbridge singers | Hub hire December |  | £48.00 |
| Music Group | Hub Hire January 4 sessions |  | £40.00 |
| Stalbridge singers | Hub hire January |  | £90.00 |
| Four Counties Services Ltd | IT Support January | £103.74 |  |
| Four County Services Ltd | Broadband & Voip January | £100.80 |  |
| JFDP Design & Print | web authoring (January) | £288.00 |  |
| British gas | Gas hub | £317.74 |  |
| British Gas Lite | Hub electricity | £163.36 |  |
| Tesco Mobile | Mobile phone Feb 23 | £12.99 |  |
| IK Services | Street Cleaning - January 32 | £2,616.67 |  |
| Clerk | Salary Feb 23 | £1,326.64 |  |
| HMRC | Tax / NI Feb 23 | £258.23 |  |
| DC | Pension Feb 23 | £434.88 |  |
| Assistant Clerk | Salary Feb 23 | £513.01 |  |
| D Stubbings | mens shed grant 22.23 | £200.83 |  |
| Bankline | January | £24.50 |  |
| JFDP Design & Print | Installing replacement fire assembly point sign | £29.40 |  |
| Dorset Fire solutions | Hub fire risk assessment | £280.00 |  |
| N Eastgate | In lieu copier paper | £5.99 |  |
| Dorset Council | Hub & Town Waste Dec22-March 23 | £695.94 |  |
| ND Electrical Services | electrical repairs hub & public WC's | £477.60 |  |
| SLCC | Annual membership | £222.00 |  |
| Adlem & Kemp Ltd | fee for making planning application | £540.00 |  |
| M & G Garden Services | Hub Garden works | £460.00 |  |

**RESOLVED: List of payments & receipts received.**

1. **To carry out the annual review of direct debits & standing orders.**

Members had received a schedule direct debits & standing orders prior to the meeting.

**RESOLVED: That the annual review of direct debits & standing orders had been carried out.**

1. **The next meeting of the Town Council will be on Wednesday 15.03.2023**

There being no further business the Meeting closed at 20.31 pm

Approved 15/03/2023

Signed………………………………….. Chairman