

Stalbridge Town Council Meetings

# Town Council Meeting Minutes

**Draft minutes of a meeting of the Town Council Meeting held on Wednesday 22nd September 2021. (Held at The Stalbridge Hall Commencing at 7 p.m.)**

​Councillors present at the meeting:

K Garland (Chair), D Andrews, J Convoy, M Dimmer, P Hancock, H Hatcher, B Lovell, B Penfold, M Robinson & S Waite

### Clerk for the meeting:

T Watson & Mrs N Eastgate (Assistant Clerk)

Present :

G Carr-Jones ( Dorset Councillor)

1. **Open Forum : Please note: a period up to a maximum of fifteen minutes will be allowed for public comments and questions concerning items listed on the following agenda**

No comments

1. **To co-opt a Town Council member.**

Nomination forms had been submitted by P Hancock

**RESOLVED: P Hancock was Co-opted as a member of Stalbridge Town Council**

1. **To receive apologies.**

None.

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

K Garland: Pecuniary item 19.in relation to payments to IK Services.

H Hatcher: Pecuniary item 19.in relation to payments to Stalbridge building Supplies

1. **To approve the minutes of the meeting held on 18th August 2021**

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

1. **Town Clerks report & Correspondence: As detailed in annex 1a. (see papers)**

Vandalism in the Town – At Jarvis field play area and road signs around the town. The Town bins area at the hall has also been entered without permission and bollards and cones thrown around. I have had a meeting with the local PCSO

Pirate ship at Jarvis Field play area - Has been removed after being vandalised

Assistant Clerk – Has completed the new Clerk training

Second Microsoft account- For file sharing to work consistently have had to take on second account at a cost of £11 per month

Members were reminded about the annual inspection report needing to be completed before the October meeting

The archive & history societies are holding an exhibition at The Gugg from the 25th September to the 9th October commemorating the 100th anniversary of the Royal British Legion

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

B Penfold – Stalbright report minutes of last meeting

1. **Rights of way liaison Officers report** [**(see papers)**](https://www.stalbridgetowncouncil.gov.uk/meetings-papers/town-council-meeting-220921)

The report included: The application for Definitive Map Modification Order (DMMO) Pile Lane, Stalbridge Weston T644. The Dorset Council Consultation on the Rights of Way Improvement Plan (RoWIP)

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

G Carr-Jones reminded members to spread the word regarding the Dorset Council hosing list re-registration process. He advised that the new digital register of interests system is due to be launched week commencing 27th September. He answered questions and gave members an update on Dorset Councils actions in relation to housing Afgan refugees.

1. **To action the removal of the white goods at the redundant WC’s in Station Rd car park**

 **K Garland**

A quote had been received to remove the white goods at maximum of £300.00

**RESOLVED: To remove the white goods at the redundant WC’s in Station Rd car park**

1. **To approve the September edition of the Town Council newsletter**

**RESOLVED: To Approved the September edition of the Town Council newsletter to include information regarding the Dorset Council Consultation on the Rights of Way Improvement Plan (RoWIP)**

1. **To receive notice of road closure applications made in association with events in Stalbridge**

The closure applications in relation to the Royal British Legion remembrance parade on the 14th November and Lighting of the lime tree on the 3rd December were noted

1. **To receive in External Auditors report 20.21**

Comment: The AGAR was not accurately completed before submission for review. The AGAR had to be sent back for amendment. The figure for all other payments had been recoded incorrectly from 19.20 audit. A new check has now been added to the internal audit.

**RESOLVED: External Auditors report 20.21 noted**

1. **Review of delegation arrangements to committees, sub-committees, staff and other local authorities.** **(ILAM)**

The Council does not delegate any of its functions to other local authorities. The delegation arrangements to members, committees, sub-committees and staff is detailed in the covid 19 scheme of delegation

**RESOLVED: Review of delegation arrangements to committees, sub-committees & staff carried out.**

1. **Review of the terms of reference for committees. (ILAM)**

**RESOLVED:** **Review of the terms of reference for committees carried out**

1. **Confirmation of arrangements for insurance cover in respect of all insured risks. (ILAM)**

The pirate ship has been removed from the insurance schedule

**RESOLVED: Arrangements for insurance cover in respect of all insured risks confirmed**

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

P/HOU/2020/00404 Barn House Duck Lane Stalbridge Dorset DT10 2LP. Erect two storey side extension. Granted

P/HOU/2021/01336 Wilsfield Ring Road Stalbridge Dt10 2lz Erect rear conservatory. Granted

P/LBC/2021/01179 Grove House Park Grove Stalbridge DT10 2RA Alterations to include form opening in former drawing room wall, replace external doors, install 3no. iron ventilation grilles, replace modern roof top lantern light, install ground floor W.C. and drainage. Granted

P/PAAC/2021/01994 Change of use and conversion of agricultural buildings to 5 No. dwellinghouses (Class C3) Grays Farm Shipney Lane Stalbridge DT10 2RJ

 Prior approval refused

2/2019/1799/OUT Develop land by the erection of up to 130 No. dwellings (including affordable housing), form vehicular access from Station Road, public open space, landscaping and sustainable drainage system (SuDS). (Outline application to determine access). ). Land at E374230 N 117990, Station road, Stalbridge, Dorset Refused

1. **Report on responses to planning consultations made by the POSAG**

P/FUL/2021/01541 Barn Conversion with Single Storey Extension to Create New Dwelling. Barn, Laburnam House, Ring Street, Stalbridge Dorset DT10 2LZ

**Support the application on condition that the comments made by the Highways Officer are in place prior to the property being occupied. It has been noted the 1.2m railing which is curved at entrance is to allow visibility.**

P/HOU/2021/01885 Erect Single Storey Extension. 1 Jarvis Way Stalbridge DT10 2NN

**Support the application - The extension will have minimal visual intrusion as is set behind the extents of the existing garage footprint. The other residents’ houses have set a president for extensions in local area.**

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

Appeal 2/2020/0406/OUT Land South of Lower Road Stalbridge took place on the 21st September via Microsoft teams. K Garland, G Carr-Jones and the Clerk had listened in on the online appeal. G Carr-jones had given the inspector some directions for his site visit via the Dorset Council Planning Consultant. It was understood that a final decision was expected by the 18th October.

1. **Members planning matters of report**

H Hatcher suggested making an appointment for members to visit the sites at Lower Rd & Thornhill Road. Member attending h hatcher M Robinson, J Convoy & B Lovell

1. **Review to Town Councils operations in relation to Covid19 and give further instruction in relation to: (see papers) K Garland**
	1. **Meetings (full council and sub-commitees)**

**RESOLVED: No changes to current arrangements. Next full council meeting to be held at the Stalbridge Hall**

* 1. **Services & expenditure**

The Clerk explained that the amended scheme of delegation included a last resort delegation to the clerk under an informal meeting scheme which would allow the Council to continue with business if in person meetings are not viable and no legislation is out in place for on-line meetings.

Stating orders will be amended to reflect this. No new expenditure since the last report.

**RESOLVED: To amend the scheme of delegation and standing orders to reflect a last resort delegation to the Clerk.**

* 1. **Buildings & land (playgrounds, public WC’s & Hub including the Community Library)**

No changes to operations to report. Working group is due to meet to review Hub use.

1. **Finance.**
	1. **To receive a** **list of payments made under the scheme of delegation in relation to covid 19.**

|  |  |  |
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| R Roden  | SGW seeds  | £60.66 |
| JFDP | Hub rear fence painting  | £252.00 |
| In Lieu R Jackson | Stain for bin store  | £22.00 |
| Dorset Council | rates Hub 7 of 10 | £749.00 |
| Dorset Council | rates carpark 7 of 10 | £469.00 |
| Stalbridge building supplies  | Materials for bin store and fence  | £64.22 |
| Stalbridge building supplies  | Materials for fence  | £11.75 |
| In Lieu T Watson | Batteries for hand sanitizer  | £4.98 |
| Inwood estate  | PF rent 2nd 20.21 | £2,236.09 |
| Four Counties services | Broadband & Voip Sept | £100.80 |
| Four Counties Services | IT support September | £89.04 |
| PHS | sanitary disposal | £266.76 |
| British Gas Lite  | Hub elec 07.08-06.09.21 | £132.43 |
| British Gas | Hub gas 02.08-01.09.21 | £23.00 |
| Tesco | mobile phone August  | £12.99 |
| Bank line  | August | £25.85 |
| In Lieu N Eastgate  | Copier paper  | £5.59 |
| N Eastgate  | Salary September | £440.27 |
| T Watson | Salary Sept  | £1,222.86 |
| Dorset County Pension Fund | Emp & Empl contribution Sept | £402.60 |
| HMRC | Tax & NI Sept | £239.48 |
| IK Services | Street Cleaning - August | £2,616.67 |
| Ford Fuels | In lieu of PF grant  | £168.02 |
| R Sharp | STC & DC grass cutting 16.08-15.09.21 | £2,147.50 |
| JFDP | Web sit hosting Annual | £199.00 |
| PKF | Annual external audit | £480.00 |
| PHS | Sanitary disposal 26/05/21-28/10/23 | £161.88 |
| Stalbridge building supplies  | Parts for cross information board refurbishment  | £39.41 |
| JFDP | annual web site domain name subscription | £27.50 |
| JFDP | Removal of the pirate boat | £156.00 |
| MG Garden Services  | Hub Garden works  | £585.00 |
| T Watson in lieu tubz | 2 x chairs for reception area  | £299.94 |
| DAPTC | Assistant clerk new clerks training | £35.00 |

**RESOLVED: List of payments made under the scheme of delegation in relation to covid 19.**

**RESOLVED: In accordance with standing order 10a. xi. It was proposed and agreed to exclude the press and public.**

The Clerk and the assistant Clerk left the meeting

G Carr-Jones left the meeting

1. **For the HR Committee to receive members comments in relation to the annual appraisal of the Clerk. H Hatcher & J Convoy**

The Clerk and the assistant Clerk left the meeting

G Carr-Jones left the meeting

1. **The next meeting of the Town council will be on Wednesday 20th October**

There being no further business the Meeting closed at 20.39pm