

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 Annual Town Council Meeting held at the above address on Wednesday 10th May 2017 commencing after the Planning Meeting.

Present Councillors: G Carr-Jones (Chair), T Bishop, P Brember, J Cowley, K Garland, R Knapp, B Newton, B Penfold & J Wardell

T Watson (Clerk)

In attendance

There were 6 members of the public in attendance.

W Batty-Smith (North Dorset Dist. Cllr.) & G Carr-Jones (County Cllr.) were in attendance.

Welcome to members of the public and introductions.

1. To elect a Chairman and receive the declaration of office.

RESOLVED: G Carr-Jones was nominated, seconded and duly elected, the declaration of office was signed.

2. To elect a Vice- Chairman and receive the declaration of office.

RESOLVED: K Garland was nominated, seconded and duly elected, the declaration of office was signed.

3. Community open forum.

Footpath Park Grove to Gold Street is blocked by vegetation.

4. To receive apologies.

Apologies had been received in advance of the meeting from D Hine, C Moore.

5. Declarations of interest.

K Garland declared a pecuniary interest item 14.a (IK Services) and stated that she would abstain from the vote on that payment.

J Wardell declared a non-pecuniary interest in item 11 as she lives at Woodmills.

6. To approve the minutes of the meetings - held on 12th April 2017.

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

7. To receive Dorset District Councillors reports.

G Carr-Jones advised that Grove House has been listed.

8. To receive the Dorset County Councillors report.

G Carr-Jones passed on thanks from P Batstone for flowers.

9. To receive Town Councillors reports.

B Newton - Attended new Councillor training. Had received a query on publicity of TC meetings.

G Garland – Congratulations to the organisers pf ‘Springfest ‘on a great event.

J Cowley – Thanks to everyone for cards and well wishes.

T Bishop – Attended the IO meeting, Karen Robinson will be taking over as chair from P Hill.

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J Wardell – Successful launch of the 'White Hart Link', chaired The Hub user group meeting and attended the Library Management Group Meeting. The ditches at the end of Drews lane are being dug out.

G Carr-jones – Thanks to J Wardell for organising the White Hart Link launch event.

10. To receive a report on provision a of GP surgery in Stalbridge and give further instruction.
T Bishop

The report was received (see attached). A report from Dr S Clayton is also attached. It was understood that this is outside the TC's remit and there was further discussion regarding the location options, crowd funding in the community, and transport issues.

11. For the Town Council to establish ownership of the wall and land adjacent to footpath number 22 at Woodmills.
J Wardell

Concerns were expressed at the height of the wall and the dry stone walling at the top.

RESOLVED: Agreed to use land registry searches to establish ownership of the wall and land adjacent to footpath number 22 at Woodmills.

12. To receive a request to paint the bus shelter on the Ring with the grievances concerning the alterations to the bus routes in Stalbridge and give further instruction.
J Rabbetts (TC Public Transport Rep.)

DEFERRED:

13. Correspondence: as detailed in annex 1a.

Date	From	Info	Action
25.04.17	Historic England	Amendment to the List of Buildings of Special Architectural or Historic Interest : Grove House	Noted

14. Finance.

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

Prodigy IT Solutions	SIL23978 Silver Support Package May 17	£ 234.00
Prodigy IT Solutions	PIT24064 VoIP line May 17	£ 36.00
Prodigy IT Solutions	100193 Lines & Services Plan - May	£ 134.65
PWLB	Loan payment	£3,614.42
EON	Electricity Supplies - Toilet Block 20.03.17-16.04.17	£ 28.43
Dorset County Council	DWP - Hub and Town Waste Apr 17 -June 17	£ 609.00
IK Services	Street Orderly Duties April	£1,772.23
P Garraway	In lieu of stamps	£ 6.72
P Garraway	Salary	£ 394.74
T Watson	Salary	£ 1034.28
T Watson	In lieu Graphite Dry powder	£ 4.33
T Watson	In lieu bouquet of flowers for P Batstone	£ 25.00
Tesco Mobile	1393983295 - mobile charges 09.03.17-08.04.17	£ 11.50
Tesco Mobile	1396006204 - mobile charges 09.04.17-08.05.17	£ 11.50
North Dorset Electrical Services	Electrical Installation Report & PAT public WC's	£ 267.60
SN Museum & Mill Society	Ad ND Museums leaflet - Stalbridge History Society	£ 34.00
SSE	Electricity The Hub 24 Jan 17 - 2 May 17	£ 132.54

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Total Gas & Power	Gas supply The Hub 31.03.17 - 30.04.17	£ 51.20
HMRC	Tax & NI May	£ 189.39
Dorset County Pension Fund	Emp & Empl pension contri. April	£ 263.17
R Sharp	STC & NDDC Grass Cutting	£1,465.50
D Watson	Supply & brush in Kiln dried sand to paviors at the front side and rear of Hub	£ 70.00

RESOLVED: It was proposed by J Wardell, seconded by T Bishop and all agreed to approve the payments as presented.

K Garland abstained from the vote on the payment to IK Services.

15. Review of delegation arrangements to committees, sub-committees, staff and other local authorities.

RESOLVED: That delegation arrangements to Committees and Working Groups as detailed in their terms of reference remain. The Clerk has no delegated powers as such and the TC does not delegate any of its functions to other local authorities.

16. Review of the terms of reference for committees.

RESOLVED: That the existing terms of reference remain.

17. Appointment of members to existing committees.

Allotment Soc. D Hine	Playing Fields: D Hine & C Moore
Auditor TC: D Hine	Library Management group: J Wardell
Stalbright Group: P Brember	Information Office: T Bishop
DAPTC Area. : T Bishop	Public Transport Rep.: J Rabbetts
Footpath Liaison officer: J Wardell	Tree Officer: P Ashcroft
Henstridge Airfield C Cttee: B Penfold	Hall Cttee: B Penfold
Dorset Travel Workshop: T Bishop	Youth Services: P Brember, B Penfold & K Garland.
Health: T Bishop	Planning & Open Spaces Advisory Group :K Garland, J Wardell, P Brember, B Newton & R Knapp.

RESOLVED: To appoint as above.

18. Appointment of any new committees in accordance with standing order 4.

RESOLVED: Not to appoint any new committees.

19. Approve the terms of reference for any new committees.

RESOLVED: No committees appointed.

20. Review and adoption of appropriate standing orders and financial regulations.

Members already have personal copies of the Standing orders. No changes

RESOLVED: That the existing Standing Orders and Financial Regulations remain.

21. Review of arrangements, including any charters and agency agreements, with other local authorities and review of contributions made to expenditure incurred by other local authorities.

RESOLVED: That no charters or agency agreements are in place. The only contribution to expenditure incurred by other local authorities is to NDDC for the Station Rd car park.

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22. **Review of representation on or work with external bodies and arrangements for reporting back.**

RESOLVED: That reports by representatives will be made under Councillors matters of report.

23. **To make arrangements with a view to the council becoming eligible to exercise the general power of competence in the future.**

It was noted that the Council is eligible in terms of the proportion of elected members and the Clerks SILCA qualification. However the Clerk needs to add the module to her SILCA qualification.

24. **Review of inventory of land and assets including buildings and office equipment.**

The additions of office furniture, external barriers, signs and cones were noted at a total of £279.00. The disposals of the old PC, Printer and lap top and some furniture and office equipment was noted at a total of £1,399.90. An annual review of the assets in physical terms will be done over the summer. During the year rolling inspections are carried out.

RESOLVED: To approve the changes to the inventory of land and assets including buildings and office equipment.

25. **Confirmation of arrangements for insurance cover in respect of all insured risks.**

The Clerk advised that the insured value exceeds the fixed asset value. This is year 3 of a 3 year policy agreement with Zurich. Amendments have been made to the policy to reflect the purchases and disposals and changes in salaries.

RESOLVED: The arrangements for insurance cover in respect of all insured risks was confirmed. A review of the 17.18 policy will be done at the June meeting.

26. **Review of the Council's and/or staff subscriptions to other bodies.**

RESOLVED: It was agreed for 17.18 to subscribe to SLCC and DAPTC

27. **Review of the council's complaints procedure.**

The Clerk advised that there had been no changes in terms of legislation or the Councils operations since adopting the current complaints procedure in September 2011.

RESOLVED: That the existing complaints policy remain.

28. **Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.**

The model publication scheme (Information act 2000) has been previously approved by the Council. The purpose of this publication scheme is to show what classes of Council information are available routinely. A copy of the schedule is retained in the Clerk's office, the TC may decide to put the scheme on the web site. Any requests made under the freedom of information and data protection acts will be dealt with according to the model publication scheme. The Council has had no requests for information in conjunction with the freedom of information act in the last year.

RESOLVED: That the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 remain.

29. **Review of the council's policy for dealing with the press/media.**

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RESOLVED: That the Council's policy for dealing with the press/media remain.

30. Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.

RESOLVED: To accept the set dates, time & place of ordinary meetings of the Full Council for the year ahead as presented.

31. To facilitate training for new councillors and updates as required.

B Newton has attended new Councillors training and more is booked to follow.

32. Clerks report on matters arising.

Oak tree - Removed as per instruction at April meeting.

Solar Park - Will be finished by the end of June

Planning sites consultation - Due to start 22.05.17 at The Hub. Paper and on line questionnaires available. Notices in the BMV, shop windows, TC web site and social media. Councillors will be in attendance on Thursdays 5.30-6.30pm and Saturdays 9.30am -12noon.

33. Date of the Next meeting - The next Town Council meeting will be held on Wednesday **7th June 2017**. All items for inclusion on the agenda must be received by the Clerk by 9.00am on Tuesday 30th May 2017.

There being no further business the Meeting closed at 8.28 pm

Date: 7 June 2017

Signed:

Chairman