



# Stalbridge Town Council Meetings

## Town Council Meeting Minutes

**APPROVED** minutes of Video Conference Annual meeting held via Microsoft teams of the Town Council held on Wednesday 5<sup>th</sup> May 2021. Commencing after the Interim Planning Committee meeting held at 7 p.m.

### Councillors present at the meeting:

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

### Clerk for the meeting:

T Watson

### In attendance:

- G Carr-Jones (Dorset Councillor) was in attendance

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

**RESOLVED:** K Garland was nominated, seconded and duly elected, the declaration of office to be signed after 21.06.21

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

**RESOLVED:** H Hatcher was nominated, seconded and duly elected, the declaration of office to be signed after 21.06.21

### 3. 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 members of the public had requested to join the meeting

### 4. To receive apologies.

None

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

K Garland: Pecuniary item 18a.in relation to payments to IK Services.

### 6. To approve the minutes of the meetings - held on 7<sup>th</sup> April 2021.

**RESOLVED:** The minutes of the meeting having previously been circulated to Councillors were approved to be signed by the Chairman at a later date.

### 7. To suspend standing orders 5j v,vi, viii, x, xvi,vxii & xviii.

The Clerk explained that this was to slim down the annual meeting agenda to make it achievable on-line by deferring some agenda items that would normally be tabled at the annual meeting which will be tabled at subsequent meetings during the year.

**RESOLVED: To suspend standing orders 5j v,vi, viii, x, xvi,vxii & xviii.**

**8. To receive Town Councillors reports.**

S Waite- Written DAPTC report . Neighbourhood plan report agreed S Waite to make initial contact with J Withden, no costs incurred.

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

G Carr-Jones advised that there will be some changes to the refuse collection days across North Dorset (residents effected will receive letters) . DWP will be rolling out the scheduled replacement of vehicles and the new vehicles will be used to publicise the new domestic violence bill .

No questions received from members in advance of the meeting

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

Clerks report

The cost of the repair to the vandalised play equipment is £742.47, a works order has been placed  
Advance notice that during future meetings members will need to give some thought to the allocation of section 106 funds

Issue with oversize vehicles parking in Station Rd car park

A schedule of works for the project to refurbish and maintain the Towns pumps was presented and by majority members preferred the grey finish.

Correspondence

Notice of NALC events

Dorset Local Enterprise Partnership and Dorset Council we are delighted to announce that full fibre to the premises (FTTP) broadband is coming to key sites in Stalbridge.

Message from the High Sheriff of Dorset

NALC Youth Survey

North Dorset CPRE AGM and Talk by Jo Witherden on "Rebuilding Trust in Dorset's Planning System"

**11. To approve the terms of delegation to cover the period 07/05/-23/06/21**

The Clerk explained the up to the 7th May 2021 the Coronavirus Act 2020 permits authorities to hold meeting online. Therefore if the current roadmap out of lock down remains unchanged meetings in person are permitted from the 21st June and the terms of delegation need to be in place to bridge the gap between the 7<sup>th</sup> May and the 21<sup>st</sup> June.

**RESOLVED: To approve the terms of delegation to cover the period 07/05/-23/06/21**

**12. Appointment of members to existing Committees.**

**RESOLVED:**

Interim Planning Committee Group dissolved . POSAG. S Waite, K Garland & J Level to Join M Robinson, R Lovell & R Roden. No other changes.

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

**RESOLVED:** . H Hatcher to join B Penfold (HACC) . 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.

**14. Review and adoption of appropriate standing orders and financial regulations.**

The Clerk advised that the temporary alteration to Standing Orders and Financial Regulations made in relation to covid 19 will revert after the 21st June 2021.

**RESOLVED:** A Review of appropriate standing orders and financial regulations was carried out.

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

Noted additions total value £2,049.56 and disposals total value £2,687.80. Total fixed asset value £675,670.57. An annual review of the assets in physical terms will be done in late summer by members and 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.

**16. Review of the council's and/or staff subscriptions to other bodies.**

It was noted that in the past the council have subscribed to SLCC (Clerk & Council advice & information) , DAPTC (Council advice, member training and access to NALC) and South West Councils (HR resources).

**RESOLVED:** It was agreed for 21.22 to subscribe to SLCC, DAPTC and South West Councils.

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

**RESOLVED:** Approve the list of the times and places of ordinary meetings of the full council up to and including the next annual meeting of full council, subject to any changes made in relation to covid 19.

**18. Finance.**

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

DAPTC	Member training advance social media	£35.00
South West Councils	21.22 subscription	£534.00
British Gas	Gas hub 25.02-07.04.21	£143.94
Four Counties services	Broadband & VOIP	£100.80
Four Counties Services Ltd	IT support May	£89.04
John Fieldhouse Design & Print	Web authoring Stalbridge.Info 28.03-28.04.21	£288.00
IK Services	Street Cleaning - May	£2,616.67
Dorset County Pension Fund	Employer & Employee contribution May	£504.80
HMRC	Tax & NI May	£403.54
Clerk	Salary May	£1,455.84
Clerk	In lieu vehicle window envelopes	£5.99
Dorset Council	rates Hub 2 of 10	£749.00

Dorset Council	rates car park 2 of 10	£469.00
DC	enhanced ROW sla	£386.32
Normtec	letters for repair of Caundle Lane finger post	£11.30
John Fieldhouse Design & Print	Artwork for car park screen notice	£20.40
Community Heartbeart Trust	Defibrillator annual support	£151.20
SEE	Public WC electricity 15.01-22.04.21	£149.56
Natwest	bankline April	£25.85
PWLB	Office loan 1/2 yearly payment	£3,614.42

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

**b. To receive notice of a transfer between the deposit and instant access account.**

£20,000.00 in April from the deposit to the instant access account. Before June payments are made £30,000.00 from the deposit to the instant access account. Both to cover day to day running expenses.

**19. Date of the Next meeting - The next Town Council meeting will be an extraordinary meeting to approve the year end AGAR and will be held on Wednesday 23<sup>rd</sup> June 2021.**

The Chairman thanked the Clerk for facilitating the online meetings and members for all their effort in attendance during sometimes difficult technical circumstances and hoped she would be able to meet everyone in person at the next meeting after the 23<sup>rd</sup> June 2021.

**There being no further business the Meeting closed at 8.24 pm**

Approved 23/06/2021

Signed.....

Chairman

Date