



Stalbridge Town Council Meetings

Town Council Meeting Minutes

Approved minutes of the Annual Town Council Meeting held on Wednesday 11th May 2022.
Commencing at 7 p.m.

Councillors present at the meeting:

K Garland (Chair), D Andrews, P Hancock, B Lovell, B Penfold, H Hatcher, M Robinson, D Stockley

Clerk for the meeting:

T Watson

Present: 1 member of the public was present

G Carr-Jones (Dorset Councillor) was present

Open Forum:

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

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

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

RESOLVED: H Hatcher was nominated, seconded and duly elected as Vice Chairman, the declaration of office was signed.

3. To receive apologies.

Apologies had been received from B Penfold & S Waite.

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

K Garland: Pecuniary item 10a. in relation to payments to IK Services.

5. To approve the minutes of the meetings - held on 13th April 2022.

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

6. To receive the Dorset Councillors report.

Graham had assisted the Clerk with the contact details of the officer dealing with section 106 monies for Stalbridge Developments. The current Dorset housing numbers V the government target and progressing arranging the meeting with DC Highways. His ward members report for May was circulated.

7. To approve the updated letting terms for The Hub.

KG, HH, PH

Some comparisons were made with charges made by other local halls

RESOLVED: The letting terms for The Hub were approved.

8. Planning.

a) Recent planning decisions of Dorset Council

None.

b) Report on responses to planning consultations made by the POSAG

P/LBC/2022/01568 Erect two storey extension, relocate existing external doors & install new windows. Carry out internal alterations. Carry out external alterations to ancillary barn for a replacement roof, installation of PV panels & vertical blade wind turbine. Antioch House Eastop Lane Stalbridge Weston Dorset DT10 2SF

POSAG COMMENTS: - Apart from the 2-storey extension being added, the remainder of the building changes at this site appear to follow existing building profiles. The majority support this application.

P/ADV/2022/00942 Continue to display 2 No. advertising signs. Deacons Mill Farm Thornhill Road Stalbridge DT10 2SQ

POSAG COMMENTS: - Support the application

c) Appeals and matters of report from previous applications

None.

d) Members planning matters of report

None.

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

Clerks report: Vandalism – 2 reports have been made to 101 and regarding vandalism and damage. The liquid soap and hand sanitiser being emptied in the public WC's at station Rd car park and one dispenser is now broken. The Cable on the SID has been cut

Correspondence:

Guggleton Farm arts – Request that the Payment of the mens shed grant by paid to The Gugg. Clerk instructed to reply.

David Sidwick (Police & crime commissioner) – Update. Noted

N Eastgate – TC consultation regarding request to close the road at Anglseyy cottage for a Platinum Jubilee celebration. Noted

J Ralph – Request for additional finance for the Platinum Jubilee celebration printed promotional material. Agreed to fund as the Town Councils final contribution to the project

10. Finance.

a) To receive a list of payments made under the scheme of delegation.

Four Counties Services Ltd	IT Support April 22	£108.54
Four County Services Ltd	Broadband & Voip April 22	£100.80

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JFDP	web authoring (April)	£288.00
Tesco Mobile	Mobile phone May 22	£12.99
IK Services	Street Cleaning - April 22	£2,616.67
SEE	Electricity public WC's	£69.21
Dorset Council	Hub rates 3 of 10 due 01.06.22	£749.00
Dorset Council	car park rates 3 of 10 due 01.06.22	£469.00
JFDP	Jubilee promo printed material	£148.79
Stalbridge Hall	Hall hire 3 meetings	£120.00
Westfield 4 schools	Jubilee bookmarks	£179.23
Clerk	Salary May 22	£1,236.43
Assistant Clerk	Salary May 22	£469.73
HMRC	Tax / NI May 22	£233.65
DC	Pension May 22	£410.79
N Eastgate	Broom Handles for Jubilee flags	£74.97
Stalbridge PF trust	Balance of 21.22 Grant	£2,219.98
R Sharp	Grass cutting STC & DC 05/04-24/04/22	£2,394.00
T Watson in lieu Comax	lockable SS soap dispenser	£44.29
PWLB	Loan	£3,614.42
Bankline	March	£25.85
Bankline	April	£25.40
British Gas lite	Electricity hub 05.04-07.05.22	£106.31
British Gas	Gas hub 02/04-01/05/22	£53.08

RESOLVED: List of payments made under the scheme of delegation received.

- b) To approve a transfer of £20,000 from the deposit to the instant access account to cover day to day running expenses.

RESOLVED: Transfer of £20,000 from the deposit to the instant access account to cover day to day running expenses approved.

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

RESOLVED: Members to report back via members matter of report at meetings and the following appointed:

Allotment Soc. D Andrews	Playing Fields: R Lovell
DAPTC Area : S Waite	Stalbridge Hall Management Cttee: D Stockley
Henstridge Airfield C Cttee: B Penfold, H Hatcher & P Hancock	Auditor TC: H Hatcher
Youth Club : K Garland	Trailway : B Penfold
Police Liaison P Hancock	Health: T Bishop Travel : vacant
ROWLO: J Wardell	Tree Officer: M Robinson

- 12. 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.

- 13. Review of the terms of reference for committees.**

RESOLVED: That the existing terms of reference remain.

- 14. Appointment of members to existing committees.**

RESOLVED: Planning & Open Spaces Advisory Group membership : P Hancock, B Lovell, M Robinson, K Garland, H Hatcher & S Waite.

RESOLVED: Stalbright P Hancock

RESOLVED: Archive: M Robinson

RESOLVED: HR Committee H Hatcher , K Garland & B Penfold

- 15. Appointment of any new committees in accordance with standing order 4.**

RESOLVED: No new committees appointed

- 16. Approve the terms of reference for any new committees.**

Not required see above

- 17. Review and adoption of appropriate standing orders and financial regulations.**

Members have access on the web site to the Standing orders and financial regulations. Both have reverted back to original since their temporary amendment in relation to the coronavirus act 2020.

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

- 18. 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.

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

The additions of £2,110.96 and disposals of £1,775.24 were noted. An annual review of the assets in physical terms will be done over the summer 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.

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

The Clerk advised that the insured value exceeds the fixed asset value. Amendments have been made to the policy to reflect the purchases and disposals. The current policy is due for re-newel in June and will be brought to Council at the June meeting.

RESOLVED: The arrangements for insurance cover in respect of all insured risks was confirmed.

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

It was noted that currently the council subscribe to SLCC, DAPTC and South West Councils.

RESOLVED: Review of the council's and/or staff subscriptions to other bodies carried out, continue to subscribe to SLCC, DAPTC and South West Councils.

22. 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 other than alterations to reflect the unitary authority and change in TC Chairman.

RESOLVED: That the existing complaints policy remain.

23. 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. 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 2018 remain.

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

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

25. 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.

26. Date of the Next meeting - The next Town Council meeting will be held on Wednesday 15th June 2022

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

K Garland abstained in relation to the payment to IK Services

17. The next meeting of the Town Council will be on Wednesday 15th June 2022

There being no further business the Meeting closed at 20.40 pm

Approved 15/06/2022

Signed.....

Chairman