



Stalbridge Town Council Meetings

Town Council Meeting Minutes

Approved minutes of a meeting of the Town Council Meeting held on Wednesday 13th September 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.

Clerk for the meeting:

T Watson

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

J Wardell ROWLO / TC Auditor was present

There were 4 members of the public present.

Open Forum:

H Wardell gave a ROWLO report the main points of which being the unofficial access from the Bovis site on Lower Rd to footpaths and the railway and the enhanced grass cutting SLA visit is due next week. She also highlighted a potential problem of vegetation encroachment and muddy surfaces on the fenced in footpaths.

R Thompson addressed members regarding the TC web site and was please to see the proposal for a Town Council Facebook page.

1. To receive apologies

V Zarucki

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

K Garland item 16a pecuniary in relation to the payment to IK Services.

3. To approve the minutes of the meetings held on 16th August 2023

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

4. Town Clerks report & Correspondence

Clerks report:

Pavilion insurance claim – in process to repair the vandalised door. The TC will receive the bill for the works £2,724.00 inc VAT which should be covered by the insurance claim.

Hub extension - To proceed to quotes building regulation plans and a specification is required. The architect has quoted £350.00 plus VAT.

Correspondence:

L Marks regarding high street sweeping and weeds.

It was noted that the Town does not currently get a street sweeper visit to deal with curb side weeds and that it may be necessary in the future to re-evaluate the Town Orderly SLA as the town is growing.

5. To receive Town Councillors reports.

D Andrews - Update on the allotment trees

6. To receive the Dorset Councillors report.

Paper report received in the meeting papers.

7. To create a Guidance Note for Residents on How to Respond to Planning Applications Proposer N Penny

A draft document had been proved in the meeting papers. As TC auditor J Wardell made some suggested amendments.

RESOLVED: To provide a Guidance Note for Residents on How to Respond to Planning Applications

8. Youth services in Stalbridge Proposer K Garland

a. To receive an update

K Garland advised that the volunteers information evening is on the 28th of September 6-7pm. Of the 8 volunteers who had previously expressed an interest she had heard back from 3. Pending DBS check it is hoped that the club will open in October.

Members thanked K Garland for all her efforts.

9. To invest the necessary funds to obtain and allocate dedicated '. gov.uk' email accounts for all STC Staff and Councillors, the sole purpose will be for STC business correspondence only (not for private use). Proposer N Penny

The cost of £1302 P/A for 10 addresses with a £400 Initial set up. The option of having Gmail I accounts was suggested, however the .gov option was considered top be preferable has it would be more secure and hold more weight in communications. Whilst members are not required to monitor their e mails 24 yours a day the Clerk requested that member open their.gov.uk e mails at least one a day during the working week. It was agreed any communication by members using.gov.uk e mail addresses will not precede a full council decision

RESOLVED: To invest the necessary funds to obtain and allocate dedicated '. gov.uk' email accounts for all STC Staff and Councillors, the sole purpose will be for STC business correspondence only (not for private use).

B Penfold abstained from the vote

10. To invest the required funds to facilitate a review and update of the Town Council web site. Proposer K Garland

K Garland advised that some initial work to make navigation easier had already been done. The Clerk had requested feedback on this, other than K Garland no feedback had been received. In terms of accessibility compliance and mobile phone compatibility the next stage is a re-design the home page and minutes to be available to read in HTML format

RESOLVED: Provide a quote for a review and update of the Town Council web site to the October TC meeting.

11. To create a dedicated Stalbridge Town Council Group Page for Facebook. Proposer N Penny

N Penny explained that the Town council Facebook page would be a diary / noticeboard for meeting agendas and minutes

RESOLVED: To create a dedicated Stalbridge Town Council Group Page for Facebook to be a diary / noticeboard for meeting agendas and minutes. All commenting and sharing disabled. Review in 6 months

12. To review and approve a social media Policy which is fit for purpose for Stalbridge Town Council and Councillors. Proposer N Penny

It was felt that any social media policy should be part of a communication strategy.

RESOLVED: To incorporate a social media policy in a Town Council communication strategy.

B Penfold abstained from the vote

13. To consider the repair / removal of the cup roundabout at Jarvis field play area and give further instruction.

The price for the parts delivery and fitting was noted at £1,798 versus removal at £150.00. It was felt that the item would not be missed given the recent upgrade in play equipment.

RESOLVED: To dispose of the cup roundabout at Jarvis field play area

14. Planning

a. Response to planning consultations from Dorset Council

None.

b. Recent planning decisions of Dorset Council

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

Refused 28.08.23

P/OUT/2023/02864. Erection of 3 dwellings & formation of new vehicular access (outline application to determine access, landscaping, layout and scale only). Land At E 373225 N 117464 Wood Lane Stalbridge

Withdrawn 28.08.23.

c. Report on responses to planning consultations.

None.

d. Appeals and matters of report from previous applications.

None

e. Members planning matters of report.

None.

16. Finance.

a. To receive a list of payments & receipts

		payments	receipts
Inky Writers	monthly Hub hire Feb - July 2023		£50.00
Dorset dairy Co Ltd	Milk machine 05.06-08.08.23 final		£417.44
Mencap	Hub hire march - Dec 23		£150.00
Dorset Council	Grass cutting July & Aug 23		£471.00
Music Group	Hub hire June & July		£40.00
E-on next	FIT tariff 06.03-04.09.23		£693.98
Choir	hub hire August		£96.00
T Watson	Mileage to look at office chairs	£11.80	
Bankline	charges August	£27.65	
The Blackmore Vale Ltd	Recruitment advert	£289.39	
British Gas Lite	Electricity hub 02.08-04.09.23	£32.67	
Four Counties Services Ltd	Broadband & Voip September 22	£100.80	
Four County Services Ltd	IT Support September 22	£116.22	
Tesco Mobile	Mobile phone September 23	£12.99	
British Gas	Gas hub 02.08-01.09.23	£45.99	
JFDP	web authoring (sept)	£288.00	
IK Services	Street Cleaning - August 23	£2,700.00	
Clerk	Salary July 23	£1,326.44	
HMRC	Tax / NI Aug 23	£258.43	
DC	Pension Aug 32	£434.88	
Dorset Council	Hub Rates August	£786.00	
Dorset Council	car park rates August	£493.00	
Partnership Security Ltd	Annual fire/ intruder alarm, emergency lights & fire extinguisher service	£324.00	
M & G Garden Services	Hub front garden works	£540.00	

RESOLVED: List of payment & receipts received

17. The next meeting of the Town Council will be on Wednesday 18th October 2023

There being no further business the Meeting closed at 20.42pm

Signed.....

Chairman