

# STALBRIDGE TOWN COUNCIL

Clerk: T Watson

8 Ring Street, Stalbridge, Sturminster Newton, Dorset, DT10 2LZ.

Tel 01963 364276.

Email: [clerk@stalbridgetowncouncil.gov.uk](mailto:clerk@stalbridgetowncouncil.gov.uk)

**Approved minutes of The Town Council Meeting held at the above address on Wednesday 6<sup>th</sup> February 2013.**

**Present Councillors:** G Carr-Jones (Chair), P Ashcroft, W Batty-Smith, T Bishop, J Cowley, K Garland, D Hine & C Moore.

T Watson (Clerk)

Absent councillors: R Knapp

## **In attendance**

There were 4 members of the public in attendance.

### **1. Community open forum.**

T Lee gave members an update on the Library opening.

### **2. To receive apologies.**

Apologies had been received in advance of the meeting from J Smith & A Dike.

### **3. Declarations of interest.**

None. A general dispensation had been previously granted for the setting of the precept

### **4. To approve the minutes of the meetings – held on 9<sup>th</sup> January.**

J Cowley queried the absence of minute that the TC would write to DCC Chief Executive concerning the absence of the County Councillor. G Carr-Jones advised that he had offered to take advice from NDDC. The advice was if members wish to do so they should write as individuals rather than send a letter from the Town Council.

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

### **5. Correspondence: as detailed in annex. 1a.**

Date	From	Info	Action
08.01.13	Local Gov. Boundary Comm.	Electoral review of North Dorset	It was agreed that the electoral review did not affect Stalbridge at present.
09.01.13	Mr A West	Letter regarding outdoor bowling area.	The Clerk had sent a holding letter asking for further action and communication with the TC as the project progresses.
16.01.13	Buckhorn Weston & Kington Magna PC	E mail ref. legal costs for airfield planning representation.	Members felt that there was not sufficient opposition to the application in Stalbridge to warrant expenditure at this time.
17.01.13	DCC	Consultation 'Statement of Community involvement on County Council Planning Matters'	Agreed to decline comment
21.01.13	Mr R Chant	Web site message: request for grit bin at Park Road.	There had been another request via the CIO for a bin at Grosvenor Road. It was agreed to map all requests in the next 6 months pending a general review. It was noted that in the future grit replenishment will be carried out and funded by the TC.
29.01.13	M Westwood DCC Highways	E mail reply to TC letter regarding Wessex Water remedial works at Ring Street.	Members understood that the 3 way traffic lights on Ring Street and the entrance to Dikes Supermarket had probably been cited by Wessex Water with Highways

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			permission for just 2 way lights.
31.01.13	DAPTC	Invitation launch of the democracy handbook called "Today's Youths – Tomorrows Leaders"	Members were very interested but unfortunately no one was available to attend.

**6. To appoint a Town Council member as representative on the Library Management Group.**

**RESOLVED:** It was proposed and agreed to appoint D Hine as the Town Council member representative on the Library Management Group.

**7. To approve the signing of the order for the dedication of the footpath from Jarvis way to bridleway 74.**

**RESOLVED:** To approve the signing of the order for the dedication of the footpath from Jarvis way to bridleway 74 and the document was signed by the Clerk.

**8. To agree the final budget and precept demand of 2013/2014**

Having reviewed the budget in detail and set a provisional figure at the January meeting, members considered the precept demand in relation to the new Local council tax support scheme. They were mindful to be forward thinking in terms of future financial constraints that may be implemented by central Government.

**RESOLVED:** It was proposed by D Hine and seconded by W Batty-Smith and all agreed to set the precept demand at £80,000 for the financial year 13.14.

**9. To receive an update on the Hub Project.**

G Carr-Jones advised that the flat tenant would be temporarily re-housed in the near future. Members agreed that T Bishop should continue with IT provision investigations and he advised that unfortunately the Sewing Seeds grant fund has been withdrawn. G Carr-Jones had registered interest in DCC furniture and C Moore offered transport.

**10. To consider the continuation of services between April and the end of July 2013 and give further instruction:**

**a. Meetings location**

G Carr-Jones advised that the TC remaining at 8 Ring Street until the Hub building was completed was not viable. It was noted that the Youth Centre at the Stalbridge Hall and meeting room at the Congregational Hall were available if required.

**RESOLVED:** There was general agreement that initially the temporary offices or the library building could be used for meetings.

**b. Town Council Offices location**

The Clerk advised she was happy to work from home but would not be able to accommodate the office furniture and would need somewhere to meet with members of the public.

**c. Community Office location**

W Batty Smith gave a report on behalf of J Smith. Several potential locations had been considered including the Youth Centre at Stalbridge Hall, Scout Hut, Library Building, Manchester House, Williams Cafe, Congregational Hall and the Royal British Legion. None of the existing locations met the required criteria in terms of a central location, required accommodation and retaining the current Community Office opening times. It was recommended that the TC hire a portakabin located at Station Road car park at an approx. cost of £840.00. It was agreed to investigate a 3G mobile router and mobile phone as the most cost effective option.

**RESOLVED:** It was proposed and agreed to hire a portakabin to accommodate the Community and TC office during the interim period.

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K Garland requested her abstention from the vote be recorded as she felt that an existing local location should be utilised.

## d. Moving, logistics & storage

A move over a weekend was agreed and C Moore offered the use of a vehicle.

**RESOLVED:** There was general agreement that J Smith would head a working party to plan the move.

## 11. To approve the amendment to the Town Council financial regulations with regard to petty cash and the associated Petty Cash Handling Policy.

The amendment was required to incorporate the handing of petty cash by some sub-committees. The relevant petty cash handling policies will be put to the Council for approval at the March meeting.

**RESOLVED:** It was proposed and agreed to make an amendment to section 6.5 and the addition of section 6.7 as presented to reflect petty cash handling.

## 12. To approve the Clerks enrolment in the Local Government Pension Scheme.

Having attended a briefing session the Clerk advised that the Local Government Pension Scheme is the only option open to the TC.

**RESOLVED:** It was proposed and agreed to approve the Clerks enrolment in the Local Government Pension Scheme.

## 13. Finance:

### a. To approve the accounts as presented in annex 1b. for payment.

DCC	<del>Rates for Library building 12.02.13-31.03.2013</del>	£254.47
HM Revenue & customs	Tax & NI February	£81.98
Tracey Watson	Salary February	£769.57
T Watson	In lieu of stamps purchased	£14.40
T Watson	In lieu of payment for meting refreshments	£0.52
ICO	Data protection registration 2013	£35.00
BT	<b>Direct Debit</b> Internet Services	£175.96
Willams Florist	Supply Christmas tree	£7.50
British Gas	<b>Direct Debit</b> Gas office 26.09.12-09.01.13	£243.34
Stalbridge Community Office	Payment in lieu of late night opening expenses	£22.96
Zurich	Extra insurance premium ( Library building & contents )	£184.73
C Taylor	Refund flat deposit less rent pro rata to move out date	Max.£202.50
Willams Florist	Plants for troughs at The Cross	£15.00

A rebate had been received for the Library building rates. The flat deposit refund cheque was pending written notice of the leaving date from the tenant and the amount of returnable deposit would be calculated pro rata to the leaving date, up to the maximum figure listed. A request for £240.00 had been received from B Lewis (hub architect) for the building control fees. C Moore requested a payment of £385.00 in conjunction with the TC's previous agreement to make the planning application for the pavilion on behalf of the Playing Fields Committee.

**RESOLVED:** Proposed by W-Batty Smith, seconded by D Hine and agreed that approval of the invoices as presented be made including the above underlined additions.

### b. To approve the stage payments for the Hub Project and associated transfers from the deposit account.

A copy of the stage payment list was provided and the Clerk advised that payments would be made on presentation of invoice, which will be reviewed by D Beardsmore.

**RESOLVED:** Proposed by W-Batty Smith, seconded by D Hine and agreed that approval of the stage payments as presented be made.

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## 14. Clerks report on matters arising.

Highways capital programme for Dorset Financial year 04/2013-03/2014. Works listed for Stalbridge: Cooks Lane – Re-texturing estimated time for works 3 days.

Request for a kissing gate to replace the stile at the entrance to the fields/woods at the southern end of Wood Lane to allow easier access for less mobile walkers. N Brown (Footpaths Officer) had advised that the fields/woods in question were not a right of way and if path N51/47 is followed there another stile not very far away.

Request for the hedge trimming on the left verge after Waterlake. DCC highways have agreed to request this if the TC can provide the contact details of the landowner.

Litter on the trailway reported by N Brown (Footpaths Officer), which appears to be coming from the adjacent businesses. G Carr-Jones offered to make contact with the businesses concerned.

## 15. To receive Town Councillors reports.

C Moore – Planning application is being submitted for the pavilion works at the Playing fields.

P Ashcroft – Update on Lights Group fundraising event. The corner of The Ring is being damaged by larger vehicles unable to make the turn. ACTION: Clerk to obtain quote from DC Highways to move the curb. Progressed response to the resident who requested removal of the tree in the Springfield hedge. Requested a reduction in the papers provided for meetings.

T Bishop – Expressed disappointment at the treasurer's outburst at the Hall Management Committee meeting regarding the perception that the TC does not have an active interest in the Hall. Requested provision of more detailed finance including letting income / costs etc. Set up of the charitable trust / incorporated organisation is progressing and the fact finding visit to Gillingham Direct was very positive.

J Cowley – Attended the event 'core strategy into neighbourhood plans'. Stalbridge may aspire to having a neighbourhood plan but costs and the amount of work may be prohibitive. Queried progress of recruitment of Community Partnership members.

K Garland: Progressed DCC Highways response regarding Duck Lane. The Clerk confirmed that no response had been received and that she had also progressed a response regarding the speed limit at Stalbridge Common.

## 16. To receive North Dorset District Councillors reports.

None.

## 17. To receive the Dorset County Councillors report.

None.

**18. Date of the Next meeting** - The next Town Council meeting will be held on **Wednesday 6<sup>th</sup> March**. All items for inclusion on the agenda must be received by the Clerk by 9.00am on Tuesday 29<sup>th</sup> February 2013.

The meeting closed at 9.05pm

Date...06/03/13

Signed.....  
Chairman