

# 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 Youth Annex Stalbridge Hall on Wednesday 10<sup>th</sup> April 2013.**

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

T Watson (Clerk)

## **In attendance**

There were 2 members of the public in attendance. (Pauline Batstone (District Councillor Lydden Vale) and Giles Nicholson (DC Rangers) were in attendance.

## **1. Community Open Forum.**

Pauline Batstone updated members on the Travel forum event held at Sturminster Newton.

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

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

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

K Garland declared a personal and prejudicial interest in item 9 and advised that she would remain at the meeting to answer questions at members discretion but leave for the vote.

T Bishop declared a personal and prejudicial interest in item 8 as the TC Hall representative and advised that he would abstain from the vote.

K Garland & C Moore declared a personal interest in item 7 as they have children who attend the school.

## **4. To approve the minutes of the meetings - held on 6<sup>th</sup> & 20<sup>th</sup> March 2013**

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

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

Date	From	Info	Action
26/02/13	Community fundraiser Diverse abilities	Web site message concerning fundraising	Agreed to pass to other community groups who may have an interest.
28/02/13	DCC Highways	Vegetation management programme 2013/14	Noted. Clerk to resend the cutting area maps to DCC.
11/03/13	J Parker DAPTC	E mail - Highways winter maintenance	G Carr-Jones & W Batty-Smith agreed to view via the DAPTC web site.
12/03/13	DCC Highways	New system of managing Traffic regulation orders	Noted
15/03/13	Stalbridge Hall management Committee	Letter regarding Hall car park resurfacing	It was noted that Hall management Committee were happy for the balance of the bill to be paid.
18/03/13	Jubilee Sailing Trust	Grant application	Declined on this occasion.
	Alan West	Letter regarding use of the land at the rear of the Stalbridge Hall for an outdoor bowling green	Noted and agreed to pass to the Hall Management Committee.
08/04/13	Dorset Community	Invitation course intro. key areas for successful	This had been sent to the Playing Fields and Hall Management

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	Action	fundraising	Committees. Agreed to send to other community groups.
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**6. To set up an "action group" to help progress the Trailway between Sturminster Newton and Stalbridge.**

Giles Nicholson advised members that in order to achieve the objective a great deal of local support would be required. The project would most importantly need land owner co-operation after which funding could be achieved. Members expressed great interest as the Trailway featured strongly at the 'Shaping Stalbridge' event. J Wardell offered to report back to the 'Open Spaces' group at Sturminster Newton.

**RESOLVED: It was proposed and agreed to set up an "action group" to help progress the Trailway between Sturminster Newton and Stalbridge. Members G Carr-Jones, D Hine, P Ashcroft, C Moore, G Nicholson, J Wardell and N Brown.**

**7. To receive a grant funding application from Stalbridge School PTA for pool remedial works.**

At the March meeting members had agreed in principal to make a grant of £1,500.00

**RESOLVED: It was proposed by D Hine, seconded by W Batty-Smith and agreed to give a grant of £1,500.00 to Stalbridge School PTA for pool remedial works.**

**8. To receive a capital grant funding application from the Stalbridge Hall Management Committee for new windows for the hall.**

The amount requested was £9,000 (82% of the lowest quote). The balance to be made up of £2,000 hall funds. Four quotes were presented and accounts y/e March 2012. Members questioned if the grant could be deemed as capital. In the absence of any other member T Bishop spoke on behalf of the Hall Management Committee. Whilst he has reservations regarding the adequacy of financial reporting and the management of funds for projects he felt that this should not stand against the improvement of a community asset of considerable value. It was noted that replacement windows would reduce heating costs and members were keen to see a specification to support this. Concern was expressed at the high percentage applied for, in relation to the total cost. Putting a cap on the bequest to the TC was suggested.

**RESOLVED: It was proposed and agreed to advise the Hall Management Committee that whilst members are happy to make a financial contribution to the project, they were not happy to do so at the level requested in relation to the total cost. They request copies of the quotes including a specification proving cost savings and encourage the Hall Committee to demonstrate exploration of alternative funding sources for the project.**

T Bishop abstained from the vote.

**9. To review the future provision of Town Orderly services and give further instruction.**

The Clerk had prepared a paper on the subject for members review. Gillingham TC had given 1 months notice on the contract termination. G Carr-Jones suggested the TC write to thank them for the service but express disappointment at the short notice given. The Clerk advised that initially Dorset Waste Partnership (DWP) had expressed interest in helping with the interim service, but this had not come to fruition. The Chairman explained that K Garland had done some litter picking in the High Street on Easter Sunday and that this had lead to her partner Ian Kerr offering a voluntary service to cover the interim period. Members were most grateful for Ians efforts. The best way forward was considered to be sub-contracting to a company and it was noted that 3 expressions of interest had been received.

K Garland left the meeting.

**RESOLVED: It was proposed and agreed:**

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- To reimburse Ian Kerr for any expenses incurred to include an honorarium payment no more than the monthly payment to Gillingham Town Council.
- To send the specification of works to the 3 interested parties and to set up a working group to review the tenders and make a recommendation to Council at the June meeting. (Members: C Moore, G Carr-Jones and T Bishop)

K Garland returned to the meeting.

## 10. To consider the management / funding for the Station road car park and give further instruction. G Carr-Jones

The Chairman advised that the traders had covered the cost of the rates for the last 2 years. He explained that there may be an opportunity to take control of the car park from NDDC and that this could be managed by the Community Interest Company (CIO), who would have rates exemption. Members agreed it was in the interest of the Town to have a car park free at point of use.

**RESOLVED:** It was proposed by D Hine seconded by W Batty-Smith and agreed to make a contribution to NDDC of £3,000 to cover the rates for the financial year 13/14.

## 11. To appoint the internal auditor for accounting period 12.13.

Mr Bedford was happy to carry out the internal audit at a charge of £75.00. Members were happy to use the previous terms of reference and schedule for the internal audit.

**RESOLVED:** It was proposed and agreed to appoint Mr O Bedford as the internal auditor for the accounting period 12.13. The terms of reference and schedule for the internal audit were approved accordingly.

## 12. Finance:

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

HM Revenue & customs	Tax & NI April	£79.60
Tracey Watson	Salary April	£769.61
T Watson	In lieu of office mobile top up	£40.00
T Watson	In lieu of refreshments for Team North Dorset meeting	£6.72
T Watson	In lieu of office mobile phones purchase	£92.90
Sanders Electrical	portacabin power cable	£79.80
NDDC	8 Ring Street rates April	£17.12
Midwest Office Equipment	Copier Toner cartridge	£102.10
J Smith	Travel expenses claim	£27.00
Green Energy Consultants	EPC the flat 8 Ring Street	£60.00
Inwood Estate	Rent playing fields 1/2 yearly 1st installment 2013/14	£1,670.00
R Sharp	Grass cutting TC & NDDC	£664.00
NDDC	Contribution to Station Rd car park rates	£3,000.00
Total Gas & Power	Gas Library 11.02.13-28.02.13 exp. under POWB/S137	£52.05
Gillingham Town Council	Street Cleaning February 2013	£1,477.26
Wessex Water	Water WC's 25/09/12-20/03/12	£110.08
Stalbridge School PTA	Pool refurbishment grant	£1,500.00
C & G Tarmac surfacing Ltd	Balance of grant for hall car park re-surfacing	£2,000.00

**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 a transfer of funds of ~~£10,000~~ £12,000 from the deposit to the current account to cover day to day running expenses.

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**RESOLVED:** Proposed by K Garland, seconded by W Batty Smith and agreed that the transfer be made as requested and the request was duly signed.

### 13. Clerks report on matters arising.

Parking in Duck Lane- Progressed with A Brown and highlighted at the Team Board North Dorset meeting. K Gardland offered to update Mr Dando.

WC's loo roll dispensers – Problem with loo rolls going missing, suggest install loo roll dispensers in the ladies and gents WC,s.

Change of ownership of 8 Ring Street Update – EPC's have been passed to the solicitor.

Advised of the 2 issues holding up exchange on the property.

Temporary office internet access – Managing access from home. Working with Prodigy on the possibility of mobile internet access. Potential to have high running costs so may need to have restricted need based access.

High Street farm traffic debris on highway- . The farmer concerned is liable for cleaning up. This has been reported and a request has been made for the street sweeper to visit.

### 14. To receive Town Councillors reports.

R Knapp – Concerned that it appears the wall opposite the Old School House may not be repaired to full height.

P Ashcroft – T Ashcroft will to attend to the flag pole but the pump is too large a job.

D Hine – Report on Library management group meeting. DCC are going to provide two new public access computers and wireless internet. Issue of library use by 'little Wrigglers' group resolved by a group library ticket. Offered to put the Clerk in touch with someone who will be able to repair the pump on The Ring.

T Bishop – Registration of the CIO can go ahead. Members were happy to proceed without prior legal advice based on the model .Requested a meeting with working group members. Suggested that the Clerk has a key to the Library building.

J Cowley – Queried TC post address. Agreed will be re-directed to the library and the Clerk will request access to collect. Reported missing dolly post on the corner of the High Street and Barrow Hill. Had been unable to bring agenda item to Council concerning funding for the Youth Club as due to difficulty in getting co-operation from M Bennet. Requested the TC write to the head of Youth Services to bring the issues of the Stalbridge Youth Club to their attention

G Carr- Jones – Temporary workshop set up at the Station Road car park was reported. Report on behalf of D Beardsmore that The Hub building works are going to schedule and are on budget.

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

None.

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

None.

**17. Date of the Next meeting** - The next Town Council meeting will be held on **Wednesday 8<sup>th</sup> May**. All items for inclusion on the agenda must be received by the Clerk by 9.00am on Tuesday 30<sup>th</sup> April 2013.

The meeting closed at 9.00 pm

Date...08/05/13

Signed.....  
Chairman