

STALBRIDGE TOWN COUNCIL

Clerk: T Watson

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

Tel 01963 364276.

Email: clerk@stalbridgetowncouncil.gov.uk

Approved minutes of The Town Council Meeting held at the above address on Wednesday 5th June 2013

Present Councillors: G Carr-Jones (Chair), P Ashcroft, T Bishop, A Dike, K Garland, R Knapp & J Smith. C Moore from 8.10pm.

T Watson (Clerk)

In attendance

There were 7 members of the public in attendance.

1. Community Open Forum.

No comments.

2. To receive apologies.

Apologies had been received in advance of the meeting from W Batty-Smith, J Cowley & D Hine. C Moore may be late for the meeting.

3. Declarations of interest.

K Garland declared a personal and prejudicial interest in Item 8 and advised that she would leave the meeting for the entire item.

4. To approve the minutes of the meetings - held on 8th & 16th May 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 |
|----------|-------------------------------------|---|---|
| 24/05/13 | Dorset Clinical Commissioning Group | Invitation - Strategy and Annual Delivery Plans - Stakeholder Events | T Bishop may be able to attend |
| 29/05/13 | Henstridge Airfield | e-mail advance notice of events planned for Sat & Sun 29th/30th June. | Noted |
| 04/06/13 | M Bather (Volunteer Library manger) | Letter ref. hedge | M Bather explained that the library management group would like the hedge to be removed. The reason for this is that a volunteer had been injured by the hedge. She expressed further concerns for the safety of the DCC book delivery staff. It was noted that hedge had been trimmed on a voluntary basis in March and had now grown. Members were reluctant to remove the hedge in terms of cost and security, given that the building work will be completed in 2 months and then the route to the left will not be needed. Using the front doors for access was understood not to be practical. It was agreed to instruct the Clerk to get a quote for |

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| | | | cutting back the hedge. If reasonable to proceed with the works as the hedge is a health and safety risk. |
| 04.06.13 | Stalbridge School PTA | Offer of opportunity to have an entry in the Fete programme. | Agreed to take a half page for consultation on outdoor Gym equipment. |

6. To consider the provision of tools & risk assessments in conjunction with volunteer footpath maintenance in Stalbridge and give further instruction. G Carr-Jones

J Wardell explained that as funding for the co-ordinator had been withdrawn the volunteer ranger scheme which had not got off the ground, however she had received some training. The offer is to cut back soft vegetation on footpaths, if the TC are able to provide public liability insurance. The Clerk advised that this was possible if the work is carried out with TC tools and the appropriate risk assessments were in place. J Wardell advised that the cost of a set of tools would be approx. £100. Members were very grateful for the kind offer.

RESOLVED: It was proposed and unanimously agreed that the TC would provide risk assessment and tools to the maximum value of £125.00 for J Wardell to carry out clearing of soft vegetation from footpaths on a voluntary basis.

7. To receive a grant funding application from the Youth Club.

Members were disappointed that there was no one present for the Youth Club to answer questions. It was noted that the application for £2,500 was for the same amount as that made in October 2012. At that point members were concerned at the lack of contents insurance. Subsequent to a meeting arranged by the TC with Hall Committee representatives it had been confirmed that it was not possible for items that belonged to the Youth Club to be covered on the Halls contents insurance policy. It was noted that therefore the Youth Club would have to resolve their own contents insurance and this did not appear to have been addressed. Members felt that the figure applied for was a substantial amount of the total general grant fund and given the lack of insurance contents cover members were reluctant to invest TC funds. However members were keen to help the club to be financially stable. As their previous efforts to get a rental reduction from the Hall Management Committee had been unsuccessful they were resigned to the fact that should they make a donation to cover rental costs this would effectively be a grant to Hall funds.

RESOLVED: It was proposed to make a grant of £1,500 to cover hall rental and broadband costs.

K Garland left the meeting

8. To receive a recommendation from the Working Group and resolve the award and term of the Town Orderly contract for Stalbridge.

The Clerk advised that the specification had been sent to the three parties who had expressed an interest at the end of April. A further reminder to the two non responders had been sent in the second week in May. On the 22nd May the working group met to review the tenders and only 1 had been submitted from IK Services.

G Carr-Jones advised that the working group considered that the IK service quote represented a saving on the previous cost for the service from GTC and offered an enhanced service over and above that received previously. C Moore advised that he was very happy with the interim service that has been offered and that the tender represented very good value. Based on this, members of the working group had no hesitation in recommending that IK Service be appointed on a 2 year contract based on the tender received. It was noted that a late tender had been received on the day of the meeting. All members present felt that it was not appropriate to consider this as

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the other tender had been opened and it was not beyond the realms of possibility that details could be in the public domain.

RESOLVED: It was proposed and unanimously agreed that IK Services be appointed to provide Stalbridge Street Orderly services for a 2 year period based on the quote provided.

K Garland returned to the meeting.

9. To resolve the arrangements for the storage and collection of waste from the Stalbridge litter bin collections.

The Clerk advised that the current arrangement is that the bins are emptied as close to the collection days of Monday & Wednesday, Saturday collections are intermittent though DWP have committed to them. The bags are left at the re-cycling area at Station Rd car park. In April DWP had offered to provide a lockable container for this waste, unfortunately subsequent to this they decided that this is only possible on a chargeable basis as commercial waste. Members considered other collection points and methods of storage of the 30/40 bags per week.

RESOLVED: It was proposed and agreed to instruct the Clerk to liaise with the Hall Committee regarding the possibility of putting a lockable container on the hall land and C Moore offered to investigate container costs.

10. To approve the terms of reference for the Community Travel Exchange Group. instruction.

The Clerk apologised for omitting to bring draft copies and the item was deferred to the July meeting.

11. To review the subjects put forward at the Town Meeting and give further instruction.

The Clerk advised that during open forum at the Town Meeting the following issues were brought forward:

Publicity to stop people dropping litter with a particular focus on the outer routes to Stalbridge. - Members were unsure how publicity to stop people dropping litter could be effective.

The problem of the camber of pavements to users of mobility scooters. As a mobility scooter user Mr Turbull offered to do a survey of the Town in conjunction with D Hine.

Duck Lane parking problems – See item 12.

The progression of the railway link to Stalbridge - The railway group were due to meet to progress the project.

Litter in the area between Bakersfield and Pound Close adjacent to Dikes path. – The litter has been cleared.

12. To consider the progression of the issue of parking in Duck Lane and give further instruction.

K Garland

Residents present expressed extreme disappointment that this issue appears to be being ignored by DCC Highways. There was no sign of the bollard promised and it would be a good thing if the police enforced the highway code in relation to parking in the area.

G Carr-Jones made assurances that the TC had done everything in its power to resolve the matter. The Clerk advised members of the eleven point diary of communication, which had received only two responses from DCC Highways. The issue had been highlighted a priority at the Team Board North Dorset meeting on the 8th May and G Carr-Jones had drawn the matter to the attention of Matthew Piles (DCC traffic manager) who had committed to dealing with the issue, which was progressed on the 25th May. To date still no response had been received. Pauline Batstone (County Councillor) is due to have a meeting with A Brown of DCC Highways. The Clerk provided a diary of the communication for this.

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RESOLVED: There was general agreement to leave the matter with Pauline Batstone (County Councillor) to progress and report back.

13. To approve the June issue of the Town Council newsletter.

RESOLVED: The draft as present was approved with minor amendments.

14. Finance:

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

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| Comax | 2 x Loo roll dispensers | £98.36 |
| British Gas | WC's electricity 01/02/13- 01/05/13 Direct Debit | £233.77 |
| Total Gas & Power | Library gas 31/03/13-30/04/13 Direct Debit | £52.50 |
| DCC | Additional library hours 12/10/12-11/02/13 | £2,015.13 |
| British Gas | Office electricity 31/03/13- 30/04/13 Direct Debit | £127.37 |
| Wernick Hire | Portacabin hire 01/06-30/06/13 | £164.57 |
| The Play Inspection Co | Annual play inspections Jarvis Field & Jubilee play areas | £180.00 |
| North Dorset Electrical Services | Supply & install 1 x ground light & time switch cross lights | £886.80 |
| Prodigy PC | 20% deposit IT System Hub | £1,472.93 |
| Zurich | Insurance premium 13/14 | £2,432.17 |
| T Watson | Clerk Mileage Feb - March 2013 | £11.93 |
| T Watson | In lieu of stamps purchased | £14.40 |
| Tracey Watson | Salary June | £769.41 |
| HM Revenue & customs | Tax & NI June | £79.80 |
| NDDC | Business rates 8 Ring Street June | £20.00 |
| T Watson | In lieu of C/O mobile phone top up | £10.00 |
| IK Services | Street & WC cleaning 29th April to 31st May | £1,575.33 |
| Ray Sharp | Grass Cutting STC & NDDC 12/5-03/06/13 | £722.00 |
| Gillingham Town Council | Street Cleaning January 2013 | £1,646.65 |
| Direct office Supplies | Copy paper | £16.20 |

The Clerk advised that the R Sharp bill included cutting the library slope grass x 2 at £25.00 and to path strips at the land adjacent to Pond Walk at £25.00

A payment of £22,065.60 had been made to Vining Bros in conjunction with the approved Hub Stage payment approved at the meeting 6th February.

RESOLVED: Proposed by T Bishop, seconded by A Dike and agreed that approval of the invoices as presented be made.

15. Clerks report on matters arising.

Pump on the Ring- R Foreshaw had advised that all the woodwork needs replacing. Like for like replacement would cost in the region of £200 including painting. It was also understood some repairs are needed to the metal parts of the pump which may require a blacksmiths expertise. Members requested the use of marine plywood.

War Memorial - Work on the war memorial works is due to start. This will be to repair the broken stones, re-fix the loose ones and brush off any loose moss etc.

Grass at the land adjacent to Pond Walk- R Sharp has cut 2 grass paths, the TC need to find someone with a tractor and topper for the rest. C Moore agreed to look into this.

Fly tipping at Station Road car park – This problem has become apparent and is raising concerns for the residents of Stapleford Court. I Kerr has spoken to residents of adjacent properties found depositing rubbish sacks and the Clerk has written to a Sherborne resident whose rubbish has been deposited at the site.

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Vandalism & Graffiti at Jarvis Field play area – There is graffiti on the bridge and the swing and the slide and the bridge has been damaged. The Graffiti has been removed, the area is deemed to be safe and a report has been made to the police.

Graffiti and theft at the WC's - Plants have been stolen from the WC's. Chocolate has been sprayed on the external walls and the internal walls and doors of the gents WC have had graffiti painted on them.

Grass Verges – Progressed with DCC when next due to be cut.

School fete programme - Opportunity to have a £5 half page add for the outdoor gym equipment consultation. Agreed yes.

16. To receive Town Councillors reports.

K Garland – Pleased to report that a younger member of the community would like to meet with the TC / Chair.

P Ashcroft – Requested an update on the sale of 8 Ring Street. Comment Highways rural verge trimming damages wild flowers.

J Cowley via T Bishop – Query if a letter had been written regarding the street lights in Grove Lane. The Clerk advised that she had understood that J Cowley was going to look at the lights to confirm if they were old or new prior to any further action.

T Bishop - The online application has been made for the ICO. Hub Cabling queries have been resolved.

G Carr-Jones - thanks T Bishop for all his efforts with the ICO application.

W Batty Smith via G Carr-Jones – member of the public from the Cotswolds complimented the Town on its cleanliness and great facilities.

17. To receive North Dorset District Councillors reports.

None.

18. To receive the Dorset County Councillors report.

P Batstone reported that she is settling into her new role. Her main actions to date have been assisting individuals. She would be very happy to have local surgeries when the hub building is open.

19. Date of the Next meeting - The next Town Council meeting will be held on **Wednesday 3rd July**. All items for inclusion on the agenda must be received by the Clerk by 9.00am on Tuesday 25th June 2013.

The meeting closed at 9 pm

Date...05/06/13

Signed.....
Chairman