

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 3rd July 2013

Present Councillors: Carr-Jones (Chair), P Ashcroft, W Batty-Smith, T Bishop, J Cowley, J Garland, D Hine, R Knapp, J Smith, A Dike 7.10 & C Moore 7.15 respectively.

T Watson (Clerk)

In attendance

There were 5 members of the public in attendance.

1. Community Open Forum.

Charles Dowden from Marnhull Parish Council put the suggestion to members that Stalbridge and Marnhull jointly create an area neighbourhood plan. Members were generally in favour of the idea, as the larger area would be an equivalent population to that of Sturminster Newton and therefore would be of equal importance. It was also felt that it would facilitate better control of the industrial areas between Stalbridge and Marnhull. It was agreed to have an agenda item for the August meeting.

Doug Neal advised members of the potential danger of traffic exiting the cutting travelling South. He asked that the TC make representation to DC highways for a mirror to help the problem. Members agreed to ask DC Highways to consider the problem.

J Wardell reported comments from members of public at the high standard of cleanliness at the Station Rd car park WC's. The ramblers had carried out footpath clearance of footpath 1 and the Rangers had cleared footpath 4. Serious problem with dog fouling on the footpaths and it would be useful for the ramblers to know DC Rangers clearance plans so that they do not duplicate.

2. To receive apologies.

C Moore may be late.

A Dike arrived at the meeting

3. Declarations of interest.

T Bishop declared a personal and prejudicial interest in Item 6 as the TC Hall representative and advised that abstain he would from the vote.

4. To approve the minutes of the meetings - held on 5th June 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
19.06.13	Scott Norman DT11	Trailway broadband project update	Noted
24.06.13	DCC via the DAPTC	Launch of a new traffic and travel portal ' TravelDorset '.	Noted. The Clerk advised that there is a link on the TC web site.
24.05.13	Sturquest	Dorset strategy and bid for EU funding for 2014- 2020. Request for projects that require funding.	Members felt that the deadline was a bit tight and that there were not any potential projects in Stalbridge that fitted the criteria. It was noted that the Rural Enterprise Partnership were involved.

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C Moore arrived at the meeting and stated that he had no interest to declare.

6. To receive an application for grant funding from the Hall Management Committee for replacement windows, to a maximum figure of £6,000.00.

4 quotations were provided ranging from £11,022.00 to £13,206.00 inc. VAT. It was noted that there was £3,000 available from Hall funds. The Hall Management Committee has been advised that a grant application to Dorset Community foundation for £4,000 would be appropriate with a likely resulting grant of £3,000.00. In order to make this application they need the TC to guarantee to make up the shortfall in the region of £6,000.00. They also intend to make a further grant application to Screwfix foundation, which if successful would lower the TC's contribution. The Clerk advised that the general grant fund for 13.14 stands at £6,000.00 and the capital funds stand at £59,194.24. Advice had been taken from the external auditors as follows:

If you are replacing like with like for like this is regarded as non capital, but if single glazing is replaced with double glazing or some other kind of improvement/upgrade is being made to the windows this is regard as capital.

It was agreed that as the specification brought the windows up to current standards and therefore the grant could be made from capital funds. Members felt that the Hall was a valuable asset to the Town and appreciated that Hall Committee Hand made efforts to source alternative funding.

RESOLVED: It was proposed and unanimously agreed in principal to make a grant from capital funds up to a maximum value of £6,000.00. Dependant on a grant application to Dorset Community foundation being successful.

T Bishop abstained from the vote.

7. To receive the internal auditors report and consider the effectiveness of the internal audit.

The Clerk drew member's attention to page 2 of the report regarding risk assessment. The risk assessment plan has not been signed and dated but more importantly there has been no progress in addressing the risk identified of not having a formal agreement with the Allotment Society, for the use of the land adjacent to Pond Walk as allotment gardens. The Clerk advised that subsequent to last years internal audit report the TC had approved a draft agreement which was then sent to NDDC as the landlord in November 2012, a response to this was progressed in January 2013 with 2 different officers, unfortunately to date no reply has been received.

RESOLVED: It was proposed and agreed to accept the report as presented and members felt that the internal audit had been both comprehensive and effective. The Clerk was instructed to write to Steven Hill at NDDC to ask for his assistance to resolve the allotments agreement issue.

8. To receive quotes for The Ring flower bed maintenance and give further instruction.

2 quotes had been received for a one off weeding of the beds at £300.00 and £480.00. For more regular maintenance the prices were £150.00 and £56.25 per visit. Members felt that it may be time to consider a revamp of the beds on the Ring.

RESOLVED: It was proposed and agreed to proceed with the most competitive quote for the one off weed this season and to ask local contractors for ideas for easy maintenance planting schemes and bring back to Council.

9. To facilitate the Town Council inventory inspections.

RESOLVED: There was general agreement that it would be more effective for the Town Orderly to carry out the inspections of the external items on a rolling basis during the

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year. The pavilion and mower at the playing field, the internal items, flag pole and documents would be inspected and reported on by the members allocated last year. See item 11 for the play areas.

10. To consider the progression of the previous request to DCC Highways for a reduced speed limit at Stalbridge Common and give further instruction.

Subsequent to a letter and petition from concerned residents in February 2012 the information was passed to DCC highways with the TC's support of the request of a reduced speed limit. A reply was received on May 2012 advising that the speed limits for 12.13 had already been assessed against the required criteria and implementation had been drastically reduced due to budget constraints. It was advised that the requests would be investigated and the TC would be advised if it met the criteria and if so it would be put forward to the 13.14 budget. The TC replied in July requested re-consideration as a priority and a reply to this was progressed in Jan 2013.

RESOLVED: It was proposed and agreed to progress the previous request to DCC Highways for a reduced speed limit at Stalbridge Common, copied to the County Councillor.

11. To review the annual play area inspections and give further instruction.

The Clerk reported that at Jubilee play area all the items were considered to be of very low or low risk. At Jarvis field the revetment tunnel in the toddler area was considered to be a moderate risk all the rest were low / very low. The Clerk agreed to make a comparison with last years remedial works at Jubilee Play area.

RESOLVED: It was proposed and agreed that K Garland, A Dike and the Clerk will review the inspection reports on site and report back to Council.

12. To write to Dorset County Council Chief Executive regarding the lack of response from DCC Highways concerning the Duck Lane parking problems.

G Carr-Jones

An e-mail had been received from Andrew Brown DC Highways which was read out. This concluded with a suggestion that further discussion is needed to take forward a solution in the 2014/15 financial year that meets the needs of the community. It was agreed that the Clerk would set up a meeting with K Garland and A Brown. Members still felt that level of lack of engagement and the extended period it had taken to get to this stage was totally unacceptable.

RESOLVED: It was proposed and agreed to instruct the Clerk to write to the Council Chief Executive and Leader regarding the lack of response from DCC Highways concerning the Duck Lane parking problems.

13. To consider the provision of a litter bin adjacent to the path from Dikes car park to Pound Close and give further instruction.

K Garland

On preliminary investigation the cost of a 95 litre bin would be £350.00 installation. Potential locations were considered.

RESOLVED: There was general agreement to monitor the issue further before committing to a bin.

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

RESOLVED: It was proposed and agreed to approve the document as presented.

15. Finance.

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

R Sharp	CN 2881 underpaid by £20.00	£20.00
Harrier Garden Services J Ayres	Jarvis field mowing 2nd of 4 installments	£516.15

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I K Services	WC & street cleaning June	£1,552.00
Prodigy PC	Remote access e-mail account changeover	£36.00
NDDC	Rates June 8 Ring St	£20.00
T Watson	In Lieu of mobile phone top up	£20.00
Wernick Hire	Portacabin hire 02.07-31.07 plus cable	£170.07
T Watson	Salary July	£769.61
HMRC	Tax & NI July	£79.60
T Watson	In lieu of payment for 1/2 page add in the school programme	£5.00
J Rabetts	Taxi to Sherborne transport group mtg. 13th June	£10.00
OA Bedford	Internal Audit 12.13	£75.00
Total Gas & Power	DD Gas library 30.04.13-31.05.13	£80.60
Stalbridge Youth Club	Grant ref. TCM 05.06.13	£1,500.00
EC Electricals	Installation condition report WC's station rd car Park	£113.40
R Sharp	STC & NDDC grass 10.06-60.06	£735.00
DAPTC	Annual subscription	£682.70
Approved 06.02.13 item 13b		
Vining Bros. Building Ltd	3rd stage payment on Hub Building	£32,061.60

Members were concerned at the amount of the DAPTC subscription and instructed the Clerk to check against last years figure.

RESOLVED: Proposed by W Batty-Smith, seconded by D Hine and agreed that approval of the invoices as presented be made excluding the payment to the DAPTC.

b. To approve the transfer between the instant access and deposit accounts.

The transfer of £5,000 was required to cover the Youth Club grant and day to day running expenses.

RESOLVED: Proposed by W Batty-Smith, seconded by D Hine and agreed that the transfer be made.

16. Clerks report on matters arising.

Maintenance of the grass and hedge between Stapleford Court and the car park: - Members update on discussions between Stapleton Courts management company and NDDC .The conclusion of which being that if the management company is not prepared to undertake the maintenance to the trees and shrubs then they will be left as they are, or alternatively the shrubs could be removed completely.

Graffiti Wood Lane: - on the stone wall, stile and in woods. Reported to PCSO.

Trimming the edge of the path from Duck Lane to the school gate: -Thanks to the footpath volunteers.

Long grass at Jarvis field play area:- Complaints received, have contracted J Eyres. 14 cuts should be adequate for the season so not sure why this is happening. Need to review as this is the last year of 3 year contract.

Grove Lane street lighting replacement: - DC advised that they are not due to be replaced until 2022. The Clerk will endeavour to look at the original list to confirm Grove Lane was not included.

17. To receive Town Councillors reports.

D Hine – War memorial works completed requested that the TC write a letter of thanks. AGREED. The Royal British Legion will deal with the laurels and the gravel path to the war memorial.

J Smith – Report of dogs in Jarvis Field play area. Clerk is in the process of sourcing some additional signs.

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T Bishop – Received a reply to the TIO application with some questions.

J Cowley – Requested a letter be sent to the allotment association congratulating them on the excellence of the allotment gardens. AGREED.

P Ashcroft – Request for a seat on the trialway.

W Batty-Smith – In contact with DC Highways regarding with the pot hole on Church Hill.

K Garland – Question on how fly posting should be dealt with. Members felt that this should be done sensitively and old notices removed.

G Carr-Jones – The Hub building is nearing completion. Requested members permission to agree the purchase of furniture in conjunction with the TC steering group members within budget. AGREED. Need to organise opening events. K Garland and D Hine agreed to lead on this.

18. To receive North Dorset District Councillors reports.

G Carr-Jones reported that NDDC have been congratulated on their excellent pilot of the welfare reform bill and have been awarded a certificate of excellence for weathering the storm and community engagement.

NDDC have given verbal agreement to pass ownership of the land at Grosvenor Road to the TC for use as amenity land.

19. To receive the Dorset County Councillors report.

P Batstone updated members on her committee membership and the operations of the North Dorset Travel Group. She advised that she had made contact with M Bennet regarding the Youth Club in Stalbridge and was looking forward to holding surgeries in the new Hub building.

20. Date of the Next meeting - The next Town Council meeting will be held on **Wednesday 7th August**. All items for inclusion on the agenda must be received by the Clerk by 9.00am on Tuesday 30th July 2013.

The meeting closed at 9 pm

Date...07/08/13

Signed.....
Chairman