

# STALBRIDGE TOWN COUNCIL

Clerk: T Watson

TheHub@Stalbridge,

Station Road, 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 3<sup>rd</sup> December 2013**

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

T Watson (Clerk)

## **In attendance**

There were 7 members of the public in attendance

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

J Wardell enquired why Stalbridge had not been used as a location for the Local Plan drop in events. G Carr-Jones advised that this may be because was not large enough to warrant an event.

T Lee reported ongoing problems with the library automatic door. Clerk to obtain costs for replacing the mechanism. He also expressed an eagerness to move forward with the Hub web site as a link to the library newsletter and a way of publicizing the Library.

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

Apologies had been received in advance of the meeting from P Ashcroft, C Moore & R Knapp.

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

T Bishop declared a personal & prejudicial interest in 7 as the TC Hall management representative.

### **4. To approve the minutes of the meetings - held on 6<sup>th</sup> November**

**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   |
|----------|---|---|--|
| 10.11.13 | Mrs Spicer                                | Request via C/O for a grit bin at Grove Lane                              | Considered in the review in 2010, significant gradient and drainage problems from the pump. Members were keen to know if any local residents would volunteer to spread the grit. The Clerk agreed to make enquiries.                                 |
|          | Dorset Police                             | Notification to change the opening of North Dorset police enquiry offices | From April 2014 for a 6 month trial period the only North Dorset enquiry office will be at Shaftesbury . Open for 2 hours, 2 days per week. Noted and members agreed to offer TheHub@Stalbridge as an outreach pop up location for counter services. |
|          | Dorset Highways winter service plan 13/14 | winter service plan 13/14   | Primary precautionary salting network A357 & Station Rd as far as Landshire Lane & secondary under the community links network Barrow Hill to Caundle Lane, thought to Stourton Caundle & back to the A357 via Waterloo Lane. Noted.                 |

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|          |                         |   |  |
|----------|-------------------------|---|--|
| 15.11.13 | Dorset Community Action | Invitation to AGM Fri 6 <sup>th</sup> Dec at Wimborne.                    | Declined   |
| 25.11.13 | Spectrum Housing        | Request to make Silk House Barton reserved parking for disabled use only. | Knightstone Court has 9 spaces serving 23 flats, so residents have to park on Silkhouse Barton. There is plan to extend the parking for the court which would not facilitate parking for each resident. Members felt that any parking restrictions on Silk House Barton would have a knock on effect on other areas, which are already under strain and therefore they could not support this request. |

## 6. Lights group Sub Committee:

### a. To receive a report and update on the lights on the lime tree.

Having stepped down as Chairman of the Lights Committee T Wood introduced his successor Ray Hall. Ray advised that he was keen to work with the TC and would like to understand how the TC see the role of the Lights Committee. Tony reported that all of the new lights purchased had been sold and therefore there was no need for the funding request in item 6b. He advised members of the substantial cost incurred in recent times, for works to the lime tree and lights and asked for their thoughts on the necessity of lighting the lime tree. A majority of members felt that it was important that the lime tree is lit.

**RESOLVED:** There was general agreement to take this forward to the budget meeting and in principal that £500 would be carried forward to the 14/15 budget. As a start to build a fund to maintain and light the lime tree on The Ring.

### b. To receive a request for funding.

Withdrawn.

## 7. To receive an application for a capital grant from the Stalbridge Hall Management Committee for replacement windows.

At the July 2013 meeting it was resolved in principal to make a grant from capital funds of up to £6,000.00, subject to the success of a grant application to Dorset Community Foundation (DCF). At that point 4 quotations were provided. The total cost of the project is £13,739.00. inc. VAT. DCF have made a grant of £5,000 and the Management Committee have funds of £3,000. The Clerk advised that the capital fund stands at £53,770.65. T Bishop felt that this application should be supported as it would help to save on running costs at this important community asset. Members thanked Colin Rymes for his efforts in obtaining additional funding for the project.

**RESOLVED:** It was proposed by D Hine, seconded by J Cowley and agreed to make a capital grant to the Stalbridge Hall Committee of £6,000.00 towards the cost of replacement windows at The Hall.

T Bishop abstained from the vote.

## 8. To approve the December edition for the quarterly newsletter.

**RESOLVED:** The newsletter was approved with some minor amendments.

## 9. To receive a summary of the car park survey and give further instruction .

There are 66 spaces in total made up of 60 general and 6 disabled

The survey took place between 8<sup>th</sup> October - 22nd November. In conclusion the number of available spaces reduces considerably between 8.30 & 10am and remains so until 5pm, when

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the number of available spaces increases considerably. This suggests all day parking for work. There are always some local residents cars parked overnight, though as the peaks in use appear to be later in the day, unless these vehicles are parked 24/7 it is possible this has no effect on the use during the rest of the day. The disabled spaces are constantly underutilised as some blue badge holders use the general spaces. Other contributing factors include use by tradesman working locally over long periods. There are peaks of local activity where the car park is extensively used and has zero spaces, which include patient group events at the Doctors, Guggleton exhibitions, Church services linked to hospitality at the Legion and the Hall. Such occurrences could be increased by events at the Hub. G Carr-Jones agreed to make enquiries at NDDC with regard to the required ratio of disabled to general spaces. A Dike advised that there is a problem with all day parking at the supermarket which if dealt with would have an effect on Station Road car park. Members wondered if any of the grassed areas could be used to increase the number of spaces and consideration was given to the long term use of the bring bank / recycling area.

## **10. To receive a quotation for repairs to the Jarvis Field Play Area fencing and give further instruction.**

Members who had viewed the fence felt that was in good condition in the main and the quote supplied for repair would be adequate to resolve the problem of dogs getting into the play area.

**RESOLVED:** It was proposed and agreed to accept the quote as presented subject to clarification of detail.

## **11. To receive the pre submission consultation on the Local plan Part 1.**

Members noted that there are 2 remaining road show events that can be attended at Gillingham & Blandford on the 9<sup>th</sup> & 12<sup>th</sup> December. J Cowley expressed a view that the creation of a neighbourhood plan to supplement the North Dorset Local Plan would require a team of dedicated, knowledgeable people willing to give considerable time to the project. There was further debate on the pros and cons of having a neighbourhood plan versus opting into the Local plan. Members felt that they needed more information in order to be able to move forward with the issue and G Carr-Jones offered to try to get an NDDC member and officer to come to Council in the new year. The Clerk agreed to circulate the web link.

## **12. To receive NALC advice regarding the setting of the 14/15 precept, in conjunction with the Localisation of Council Tax Support Scheme.**

The Clerk advised that NALC have resolved that the County Associations be reminded of the final legal date by which local councils must notify their Billing Authority of intended precept demands for the 2014-15 financial year. This is because Billing Authorities will not find out their own Revenue Support Grant amounts until mid-late December. Therefore larger Councils might wish to wait until mid-February, 2014 before formally setting their budgets (by which time they will / should know how much LCTS grant if any they will be receiving for the 14-15 financial year from their Billing Authority). It is thought that the likely latest legal date by which precepts can be set is probably around 4/3/14.

G Carr-Jones advised members of the possibility of the responsibility for the provision of additional services being passed down to TC level and the real potential in the future for precept capping.

## **13. To resolve the cleaning arrangements for the WC at the Hub.**

The Clerk advised that the volunteers are keen to have a third party looking after the WC's and I Kerr is willing to take this on over a 6 day period. The provision of this service will include key holding and checking the building last thing at night.

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G Garland declared a personal and prejudicial interest and took no further part in the debate or vote.

**RESOLVED:** It was proposed and agreed to accept the quote form IK Services on the same basis as the street cleaning term.

## 14. Finance.

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

|                   |   |           |
|-------------------|---|-----------|
| HMRC              | Tax & NI December                             | £243.86   |
| T Watson          | Salary December Inc. Overtime                 | £1013.16  |
| T Watson          | In lieu of stamps purchased                   | £14.40    |
| SLCC              | Subscription                                  | £129.00   |
| Great Western IT  | Web site maintenance 4th qtr. & renewals      | £387.00   |
| Prodigy PC        | Silver BS 5 units & back up Sept              | £97.20    |
| Prodigy PC        | Silver BS 5 units & back up October           | £97.20    |
| Prodigy PC        | Silver BS 6 units & back up December          | £109.20   |
| Prodigy PC        | Microsoft publisher software                  | £122.40   |
| T Watson          | In Lieu of purchase of Accident book          | £5.70     |
| Buzz Connect      | VOIP phones November                          | £27.38    |
| Buzz Connect      | VOIP phones October                           | £27.72    |
| BT                | DD line & divert 364276                       | £108.87   |
| BT                | DD line & divert 364177                       | £65.85    |
| British Gas       | Electricity WC's 01.08-01.11.13               | £104.60   |
| Total Gas & Power | DD Gas Hub 30.09-05.11.13                     | £90.36    |
| Blanchards Bailey | Legal fees for transfer of land at Station Rd | £340.00   |
| R Sharp           | Grass cutting NDDC & STC 17.10.13             | £131.00   |
| Vining Bros       | Extra works to doors                          | £228.00   |
| Custom Security   | Call out ref alarm                            | £90.00    |
| Custom Security   | 1st fix cabling alarm system                  | £624.00   |
| IK Services       | Street & WC cleaning November                 | £1,552.00 |
| DWP               | Bulk bins for town waste 22.10-31.12.13       | £208.00   |
| IK Services       | Bin lock                                      | £10.39    |
| T Watson          | In Lieu of purchase of slip hazard sign       | £7.59     |
| BT                | DD closing bill ring Street                   | £47.86    |
| Prodigy PC        | It installation and hardware at the hub       | £8148.43  |

The Clerk requested a direct debit for whole bill be set up for Prodigy PC and a transfer from the deposit to the instant access account of £20,000.00.

**RESOLVED:** Proposed by D Hine seconded by K Garland and agreed that approval of the invoices and transfers as presented be made. In addition the direct debit application was approved.

### b. To receive the quarterly financial report.

The Clerk explained that the half yearly report was late due to bank statements going missing due to the change of address. The bank balance at the end September stood at £144,975.70. A forecast balance sheet to year end March 2014 was provided. T Bishop requested provision of the figures in advance of the meeting and K Garland agreed to verify and sign the bank statements.

**RESOLVED:** There was general agreement to accept the figure as presented subject to verification of the bank statements by K Garland.

## 15. Clerks report on matters arising.

Pump on The Ring: - In poor condition pending TC previous resolution to repair. Unfortunately has now been vandalised and the remaining wood damaged. Repairs are in hand.

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Diversion signs on Station Road – In conjunction with the Bibbern bridge diversion, DCC Highways advise that Station Road is not part of the diversion and are looking into removing the signs before the road is closed on Friday Night.

Thanks – To Shirley Robinson & Ann Russell for their help with the opening of the Hub on the late night shopping night and Brian Bottomley for the collation for the car park survey stats.

Tree in the Springfield Hedge – Try do the flyers for resident before Christmas.

Hub Letting terms and conditions – Small delay due to establishing hirers liability insurance and risk assessment.

Safeguarding training – Has not been straightforward to obtain. G Carr-Jones advised that he may be able to assist with this.

## **16. To receive Town Councillors reports.**

J Smith – Query regarding charges for copies and public access computers. Clerk advised 10p per copy and public access computers free. Enquiry regarding advertising local business.

A Dike – General fly tipping problems

T Bishop – Update on the CEPEND overview scrutiny committee meeting. Concern that the IT facilities at the hub must be up and running on Saturdays and offer of help with this.

G Carr-Jones – TC member's rota for Saturday mornings.

## **17. To receive North Dorset District Councillors reports.**

None.

## **18. To receive the Dorset County Councillors report.**

Highlights of written report: Public transport cuts are not going to be as stringent as previously thought. Highways issues regarding parking in relation to the Highway Code.

**19. Date of the Next meeting** - The next Town Council meeting will be held on **Wednesday 8<sup>th</sup> January 2014**. All items for inclusion on the agenda must be received by the Clerk by 9.00am on Tuesday 17<sup>th</sup> December 2013.

The meeting closed at 9.00pm

Date...08/01/14

Signed.....  
Chairman