



# Stalbridge Town Council Meetings

## Town Council Meeting Minutes

Draft minutes of a meeting of the Town Council Meeting held on Monday 14<sup>th</sup> June 2023. (Held at The Hub Commencing at 7 p.m.)

### Councillors present at the meeting:

*K Garland (Chair), P Hancock, H Hatcher, B Penfold & V Zarucki*

### Clerk for the meeting:

T Watson (Clerk)

apologies had been received from G Carr-Jones (Dorset Councillor)

J Wardell ROWLO / TC Auditor was present

There were 5 members of the public present.

Open Forum:

J Wardell gave a report as Chairman of the library friends who will be holding an exhibition in September to commemorate the 30<sup>th</sup> anniversary of the death of Irene Jones, a noted Stalbridge historian and author, with material sourced from the Stalbridge archive. She advised that the LMG annual meeting had taken place at it was noted that Library footfall had increased. Increased opening hours are being considered based on being able to recruit addition volunteers. Thanks was expressed to Barry Russell who stepped down as a Library volunteer after 15 year's service.

### 1. To consider the actions / resolutions of the TCM 05.06.23 null & Void

**RESOLVED: To consider the actions / resolutions of the TCM 05.06.23 null & Void**

### 2. Co-option to Vacancy of Office for Town Councillor & Declaration of acceptance of Office.

R Lovel had submitted nomination papers

**RESOLVED: R Lovell was not co-opted**

### 3. To receive apologies

N Penny & M Robinson

### 4. To receive declarations of interest and requests for dispensations (Please notify the Town Clerk prior to the meeting)

K Garland: Pecuniary item 13a. in relation to IK Services.

### 5. To approve the minutes of the meeting held on 17th May 2023

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

**6. To receive Town Councillors reports.**

No written reports

**7. To receive the Dorset Councillors report.**

Monthly written report to follow.

**8. To receive an update on the provision of Youth services in Stalbridge K Garland**

K Garland advised she and P Hancock had met with Youth Connect Southwest who were very impressed with the youth facility and six volunteers had come forward so far. The target date for re-opening is September and Youth Connect Southwest will engage in a publicity post campaign targeted at 11-19 years of age.

**9. For the town council to site the storage container on a hard scalping base H Hatcher**

A paper had been provided giving options for mounting on sleepers on grass or hard scalplings and the associated cost were noted.

**RESOLVED:** Unanimously for the town council to site the storage container on a hard scalping base

**10. For the Town Council to liaise with the Stalbridge Hall MC regarding launching a farmers market, to be held at least one Saturday per month throughout the year and also for Car-Boot / Second hand goods sale at least once every 2 months (subject to demand, viability, popularity and other calendar events). N Penny**

A paper had been provided. Whilst members supported the concept of tourism generation some concerns were expressed regarding traffic volume and the viability of the project given that the car boots sales held at the Stalbridge Hall had been stopped due to lack of support and the market in Sturminster newton was not that well attended.

**RESOLVED:** To investigate the project to launch farmers market in principle with reservations.

**11. Town Future Vision Project: P Hancock**

**a. To receive a report from the working group.**

A paper had been provided. P Hancock gave an update and introduced the portfolio titles. Members were asked to advise the Clerk of their portfolio interests prior to the July meeting.

**12. Planning**

**a. Recent planning decisions of Dorset Council**

P/HOU/2023/00026 Demolition of garage and erection of two storey side extension (Annexe). 18 Blackmore Road Stalbridge DT10 2NT Granted 16.05.23.

**b. Report on responses to planning consultations**

P/HOU/2023/02904 Erect garage with garden store and storage above. Gibbs Marsh Farm Landshire Lane To West Mill Lane Stalbridge DT10 2RU

Support application.

P/LBC/2023/00973 Amendments- Internal refurbishment and erect new porch.

Lower Farm Pile Lane To Lower Farm Lane Stalbridge Weston Dorset DT10 2LA

Support application.

**c. Appeals and matters of report from previous applications**

None.

**d. Members planning matters of report**

None.

**13. Finance.**

**a. To receive a list of payments**

| To / from                                 | Detail  | payments    | receipts |
|---|---|-------------|----------|
| Stalbridge Singers                        | Hub Hire April 23 (May)_                                    |             | £72.00   |
| Music Group                               | Hub Hire April 23 (May)_                                    |             | £30.00   |
| Broadleaf Management Services (P Hancock) | Hub hire  |             | £30.00   |
| Dorset Council                            | Hub Rates June  | £785.25     |          |
| Dorset Council                            | car park rates June   | £488.13     |          |
| Proludic Ltd                              | Jarvis Fiels play area                                      | £101,160.03 |          |
| Dorset Council                            | Section 106 Jarvis Field                                    | £0.00       |          |
| IK Services                               | Street Cleaning - May 23                                    | £2,700.00   |          |
| Clerk                                     | Salary June 23  | £1,326.44   |          |
| Assistant Clerk                           | leaving salary June 23                                      | £177.60     |          |
| HMRC                                      | Tax / NI June 23  | £258.43     |          |
| DC  | Pension June 32   | £434.88     |          |
| Zurich                                    | Insurance premium 23.24                                     | £3,493.39   |          |
| J Wardell                                 | Internal Audit 22.23  | £80.00      |          |
| St Marys PCC                              | grant 23.24 Churchyard maintenance                          | £6,300.00   |          |
| Playingfields MC                          | Grant 23.24 maintenance & PI ins                            | £2,500.00   |          |
| S Graham                                  | Hub Hire  |             | £20.00   |
| Broadleaf Management Services (P Hancock) | Hub hire  |             | £30.00   |
| IK Services                               | Bin Hire  |             | £32.50   |
| JFDP                                      | web authoring (May)   | £288.00     |          |
| Four county services Ltd                  | File sharing set up   | £42.00      |          |
| Four Counties Services Ltd                | IT Support June 22  | £109.02     |          |
| Four County Services Ltd                  | Broadband & Voip June 22                                    | £100.80     |          |
| British Gas Lite                          | Hub electricity 03.05-05.06.23                              | £179.98     |          |
| T Davies Fencing                          | Replace broken gate post on land adjacent to the allotments | £240.00     |          |
| British Gas                               | Gas hub 02.05-01.06.23                                      | £96.20      |          |
| Tesco Mobile                              | Mobile phone June 23  | £12.99      |          |
| Bankline                                  | May   | £26.30      |          |
| Stalbridge Hall                           | Grant 23.24 CCTV  | £2,952.00   |          |
| Music Group                               | Hub Hire May  |             | £30.00   |
| Dorser Dairy Co                           | Milk machine Jan -June 23                                   |             | £937.91  |
| JFDP                                      | Station Rd report   | £260.40     |          |

**RESOLVED: Payment & receipts list received**

**b. To receive notice of a transfer between the deposit and instant access account.**

**RESOLVED: Transfer of £40,000 was noted**

**c. To receive the year end 31.03.23 financial report**

A report had been received in the meeting papers.

**RESOLVED: To accept the year-end financial report as presented.**

**14. To receive notice of the advertisement and period for the Exercise of Electors rights.**

The date was noted as between the Monday 19th June 2023 & Friday 28th July 2023

**RESOLVED: Notice of the advertisement and period for the Exercise of Electors rights received.**

**15. To approve the amendment of the approved minutes meeting 9th March 2023 Item 9. To reflect the correct financial period for the appointment of the internal auditor (22.23)**

**RESOLVED: To amend the approved minutes meeting 9th March 2023 Item 9. To reflect the correct financial period for the appointment of the internal auditor (22.23)**

**16. To receive and consider the effectiveness of the internal auditors report for 22.23**

The internal audit covers the TC current, deposit and all sub-committee accounts. It was noted that the internal audit had been carried out in accordance with the JAPG Practitioners guide March 2021. Points raised were noted. Clerk to act on all remedial issues raised.

**RESOLVED: That the internal audit 22.23 had been effective and thorough.**

**17. To approve section 1 Annual Governance Statement annual return for year ending 31.03.23**

Sections 1-9 of section 1 of the annual Governance statement were considered.

**RESOLVED: It was proposed and agreed to record Yes in boxes 1-8 & N/A in box 9 of the Annual governance statement.**

**18. To approve section 2 Accounts Statement annual return for year ending 31.03.23**

Box 7 in the accounting statements was verified against the bank reconciliation.

**RESOLVED: It was proposed and agreed to accept the figures presented for sections 1-10 and to enter N/A in section 11 of the accounting statement.**

**19. Town Clerks report & Correspondence:**

Clerks report

New play equipment has been installed at Jarvis Field play area.

Land adjacent to Pond Walk - Communication from Dorset Council. Agent has been appointed and the site has been marked. Subject to contract they have a preferred bidder. J Wardell gave a report on the trees on the site. Agreed in lieu of the reserved matters on 2/2018/0372/OUT to apply for a TPO on 4 horse chestnut trees on land adjacent to Pond Walk.

ASB - The tap in the public WC's wrenched off, Turf from around the new play equipment taken up and put on the toddler unit slide. Complaint from concerned parent that older children at Jarvis field have been verbally abusive and throwing things at younger children. Vandalised tree adjacent to bridleway N51/69. All reported to 101.

Planning permission for the hub extension – Granted.

Milk vending machine – Will be removed 17<sup>th</sup> July.

J Wardell had provided a site visit and remedial works report regarding the vandalised tree adjacent to bridleway N51/69.

Correspondence

Provisional Tree Preservation Order (TPO) has been made at Land North Of Station Road.

Noted

Stalbridge History Society – request for £3000 funding for producing a book of the sale of Stalbridge 1918 exhibition.

Agreed request clarification of any other funding that could be applied for in terms of match funding. Detail of marketing and sales plans and where the revenue from sales would go.

**20. Confirmation any conflicts of interest with BDO LLP**

**RESOLVED: Stalbridge Town Council does not have any conflicts of interest with BDO LLP. Form completed and signed by the Clerk & Chairman.**

**21. The next meeting of the Town Council will be on Wednesday 12th July 2023**

NB: There will be an extraordinary planning meeting held on 28<sup>th</sup> June to comment on the following planning applications:

There being no further business the Meeting closed at 20.15 pm.