

STALBRIDGE TOWN COUNCIL

Clerk: T Watson
TheHub@Stalbridge,
Station Road, Stalbridge, Sturminster Newton, Dorset, DT10 2RG.
Tel 01963 364276.

Email: clerk@stalbridgetowncouncil.gov.uk

Draft minutes of The Town Council Meeting held at the above address on Wednesday 1st October commencing at 7pm.

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

T Watson (Clerk)

In attendance

There were 3 members of the public in attendance.

Pauline Batstone (Dorset County Councillor) and Rolly Skeats (DCC Highways Technical Officer) were present.

Welcome to members of the public and introductions.

1. Community Open Forum.

The need for a 20mph speed limit through Stalbridge was put forward.

2. To receive apologies.

Apologies had been received in advance of the meeting from T Bishop. R Knapp and C Moore may be late. J Smith advised that he needed to leave the meeting early.

3. Declarations of interest.

None.

4. To approve the minutes of the meeting - held on 3rd September.

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
04.09.14	J Collins	Web site request for path Jarvis Way to Larks Meadow to be cleared	The Clerk has confirmation that the path is the responsibility of DCC Highways. R Skeates agreed to look into this.
10.09.14	NDDC	Dorset wide Gypsy, Traveller site allocations joint dev.plan, additional site consultation	Noted no sites applicable to Stalbridge.
23.09.14	Henstridge Airfield Cons.Ctte.	Notice of meeting 22.10.14	Pass to R Knapp TC representative
	DWP	Stakeholder consultation street cleaning & litter	Noted
23.09.14	Dorset Breast Screening	Request to site unit in Station Rd car park.	Agreed to site unit in Station Rd car park from 14/11 for 6 weeks.
01.10.14	NatWest Bank	Letter extending counter services to Post Offices	Noted. Members were surprised to hear that the TC had not been notified of the closure of the Stalbridge branch.

R Knapp & C Moore arrived at the meeting

6. DCC Highways R Skeates (Technical officer)

a. To give feedback on Highways issues in Stalbridge.

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The following issues were put forward: Lack of drop curb points on Jarvis Way, Narrow Road signs at the top of Barrow Hill. General pavement gradients when used with mobility scooters, Holes in Park Grove Pavement. Lower Rd to Bagber Cross roads, edge of road erosion, Road defects caused by water courses flowing under i.e. Church Hill, Drain management / clearance i.e Barrow Hill and Wood Lane, Grove Lane drainage from pump. Safety at The Cutting (poor visibility), Church Walk safety (pedestrians V horses) & Station Rd and Post Office corner poor road surface.

Items b, c & d were taken together.

- b. To consider requesting DCC Highways to extend the 30 mph speed limit zone along the A357 (Thornhill Road) to a point beyond the junction with, and to include, Wood Lane (D31212).**
- c. To consider a request to Highways to (improve)/surface a short section - 200yds (185m) - of verge alongside the eastern side of the A357 from ST 7376 1696 to ST 7377 1715.**
- d. If (b) is not achievable, to elevate the sign, and to remove the 'barriers' To consider a request to Highways to (improve)/surface a short section - 200yds (185m) - of verge alongside the eastern side of the A357 from ST 7376 1696 to ST 7377 1715**

J Wardell

RESOLVED: It was prozed and agreed to make a request to DCC Highways for the above.

R Knapp abstained from the vote.

7. To receive a grant funding application from the Stalbridge Hall Management Committee for the purchase of new chairs.

The application was for £3,500.00 to purchase 200 new stacking chairs to replace all the current chairs. This had arisen as approx. 35 of the folding chairs are broken and dangerous. Three quotes were provided ranging between £6,330.00 and £7,578.00 plus VAT. It was understood the Hall Management Committee would contribute £2,000.00 from funds and that other grant applications would be made based on match funding to the TC's contribution. The Clerk advised that there was £3,500 left in the general grant fund for 14.15 and that an average of £5,500 P/A in grants had been made to the Hall over the last three years for improvements to the building and car park. Whilst members were in agreement at the importance of the Hall as a facility for Stalbridge, there was a general feeling that a grant contribution towards internal furnishings may not be the best use of the total grant fund. Questions were posed regarding the actual number of chairs that required replacement and what was going to happen to the serviceable chairs if all 200 are replaced. It was suggested that the Hall Management Committee consider chair sponsorship either by individuals or larger companies and investigate other funding sources including the Lions, Hall & Woodhouse and other grants associated with the arts.

RESOLVED: There was general agreement that whilst members were in principal not averse to making a contribution to the project, they would like to see more work put into alternative fundraising prior to making a financial commitment.

8. For the TC to take on responsibility for the tree works at Woodmills and re-charge to NDDC.

G Carr-Jones

The Clerk explained that the problem with too many trees causing shade at Woodmills has been going on for over a year now. In February the TC requested 2-3 trees removed. In April NDDC

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asked the TC is they would take on the area after the tree works were done and this was declined. NDDC are happy for the TC to specify and get a quote for the works for re-charge.

RESOLVED: There was general agreement that P Ashcroft W Batty--Smith and J Wardell would survey the trees and make a report back to TC.

9. For the TC to be the responsible body for road closure in conjunction with the Remembrance Sunday parade. J Smith

J Smith advised that the Royal British Legion cannot legally be the lead on organising a parade and that their insurance does not cover the parade on a public highway. If any roads are being blocked for any length of time, an application for a road closure needs to be made to the County Council by the Town Council. The Clerk confirmed that the TC's public liability insurance covers the Remembrance Parade with approx. 30 members of the British legion walking from Station Rd car park to the Church. She further advised that advance and road closed signs need to be hired or purchased and the Pauline Batstone had offered to apply to use some of the disposable Division Allowance for funding the signs.

RESOLVED: It was proposed and agreed the TC will be the responsible body for road closure in conjunction with the Remembrance Sunday parade. Signs in conjunction with this will be purchased and funds applied for from the disposable Division Allowance via P Batstone.

10. To receive the Town Orderly report.

Members had received a copy of the report in advance of the meeting. Members were agreed that Ian should be congratulated on the excellent service he provides.

a. To approve the purchase of sanitary waste disposal units for the Hub & Station Rd Public WC's.

Three quotes had been sought and 2 achieved ranging from £141.00 to £180.00 per annum plus VAT for the supply any emptying of 3 bins.

RESOLVED: It was proposed and agreed to take up the PHS quote for the supply and emptying of 3 bins.

b. To approve the purchase of a baby changing unit for the Hub WC.

It was noted that the cost for the unit was £135.00 inc. VAT. Members considered that the unit would have little use currently and felt that the sign directing to the public WC's at the car park, where a unit is provided was adequate for the time being.

RESOLVED: There was general agreement not to purchase a baby changing unit for The Hub and to review at a later date.

11. To approve the amendment to standing order 3I. in accordance with NALC legal briefing not L0214.

The Clerk advised that the amendment to the TC Policy for dealing with press and media and a protocol for use of media at TC meetings will be on the next agenda.

RESOLVED: It was proposed and agreed to approve the amendment to standing order 3I. in accordance with NALC legal briefing not L0214.

J Smith left the meeting

RESOLVED: It was proposed and agreed that in accordance with Local Government Act 1972 Paragraph 3 of Part 1 of Schedule 12A public and press be excluded during item 12. by reason of the confidential nature of the business.

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12. To receive a report on the Clerk's appraisal and future staffing arrangements and give further instruction. D Hine & K Garland

The Clerk left the meeting and notes were taken by K Garland.

RESOLVED: It was proposed and agreed to increase the Clerks weekly working yours to 20 and alter the pay structure to LC2 SCP30 with immediate effect. In addition to progress the appointment of an admin assistant for 10 hours per week.

13. Finance.

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

HMRC	Tax & NI October	£62.24
T Watson	Salary October	£793.24
T Watson	In Lieu of Stamps purchased	£14.88
IK Services	Hub cleaning 01-30.09.14	£52.00
Prodigy PC	DD Silver BS 5 units & back up October	£105.20
BT	Broadband 01.09-31.11.14	£103.20
Total Gas & Power	Gas Hub 31.07.14-31.08.14	£4.17
Buzz networks Ltd	VOIP phones August	£34.07
BT	Line rent and diversion charges 364177 01.09-30.09.14	£78.55
BT	Line rent and diversion charges 364276 01.08.-31.08.14	£50.51
IK Services	Street & WC cleaning September	£1,552.00
IK Services	Fixing bin at Station Rd car park	£34.10
Williams Florist	Compost & plants Cross planters	£21.00
Inwood Estate	2nd instalment 1/2 yr. rent playing fields	£1,670.00
Vining Brothers Building Ltd	2.5% retention on Hub Building	£4,297.92
Custom Fire & Security	Annual Service Parts	£37.99
St Marys PCC	Capital Grant for WC's ref mtg. 05.12.12	£1,500.00
Great Western IT	Web site maintenance and uploads 3rd qtr. 2014	£115.20

RESOLVED: Proposed by K Garland seconded by W batty-Smith and agreed that approval of the invoices as presented be made.

14. Clerks report on matters arising.

Christmas late night opening evening at The Hub - The Clerk asked for members suggestions. Automatic front doors at the hub- Front door opener arm hinge needs to be replaced at a cost of £165.32 plus fitting of £140 + VAT. The manufacturer believes this fault to be due to abuse. The Clerk has drawn the installer's attention to the lack of training in use of the doors and call out record that shows that the doors have been less that reliable during the 1st year. The question has been posed if the door mechanism that has been specified is fit for purpose for a public building.

15. To receive Town Councillors reports.

J Wardell – The Rangers have been approached to get a no cycling sign for FP 20. in response comment received at a previous Community Open Forum. Requested clarification at a comment at a previous planning meeting that the TC have decided against having a Neighbourhood Plan. The Clerk confirmed that the last position ref. Mtg. 08.01.14 was (Stalbridge have expressed an interest in creating a neighbourhood plan and reserve the right pending publication of part 2 of the local plan.)

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D Hine – Future agenda item. The Friends of St Mary's are looking to print booklets containing the information on the history of the people named on the War Memorial.

J Cowley – Agreed that there had been no resolution on the TC's position regarding a Neighbourhood Plan.

K Garland – As very few members had attended the planning meeting 17th September, update that a reply had been sent to the Technical Planning Consultation.

P Ashcroft – Attended the Sturminster Newton High School community open event.

C Moore – Trailway update.

16. To receive North Dorset District Councillors reports.

None.

17. To receive the Dorset County Councillors report.

P Batstone was glad to be able to help with the funding of the Remembrance Sunday Parade road signs.

18. Date of the Next meeting – It was agreed to hold an extraordinary meeting on Wednesday the 15th October in lieu of the meeting 5th November which will be cancelled. All items for inclusion on the agenda must be received by the Clerk by 9.00am on Tuesday 7th October 2014.

The meeting closed at 8.57pm