



Stalbridge Town Council Meetings

Town Council Meeting Minutes

Draft minutes of a meeting of the Town Council Meeting held on Wednesday 14th August 2024.
(Held at The Hub Commencing at 7 p.m.)

Councillors present at the meeting:

K Garland (Chair), P Hancock, J Wardell & N Wardle.

Clerk for the meeting:

T Watson. Admin Officer P Channon was also present

There were 4 members of the public present.

Open forum.

Query on the schedule for street furniture maintenance. Deferred to portfolio holder, update at next TC meeting

Query regarding responsibility for clearing of hedge trimmings on public pavements. Householders' responsibility. Clerk to add clearing and disposal of debris to the Highways template letter.

St Marys PCC member present advised that the grass of the whole churchyard had not been cut due to lack of funds.

Request for second allotment site. Awaiting formal notice

Poor road surface Lower Rd from The Ring. Clerk to enquire if it is on DC Highways capital programme.

1. To receive apologies

H Hatcher

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

K Garland Item 11a. pecuniary in relation to the payment to IK Services.

J Wardell Item 9c. non-pecuniary. Has been an ordinary member of the Open Spaces Society for about 10 years. But would not 'gain' in anyway should the TC become a member.

3. To approve the minutes of the meeting held on 17th July 2024

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

4. To receive the Dorset Councillors report.

No report.

5. To receive a report on the Jarvis Field play area fence repairs and give further instruction.

The report was presented and the play area budget noted.

RESOLVED: To award the contract for the Jarvis Field play area fence repair works to a value of £487.28.

6. To approve the terms of reference for the Finance Committee.

The terms of reference had been reviewed by finance committee members who recommended approval.

RESOLVED: To approve the terms of reference for the Finance Committee.

7. Future Town Vision Project:

a. To receive portfolio holders priority projects and ranking.

RESOLVED: Portfolio holders priority projects and ranking received.

8. Future Town Vision Project: To receive members portfolio reports.

a. To receive the Rights Of Way liaison Officers report. J Wardell (open Spaces)

Report received

b. Youth club finance update. K Garland (Neighbourhood)

Report received

c. Portfolio update. K Garland (Neighbourhood)

Report received

d. Portfolio update N Wardle (Sport & recreation)

Report received

9. Future Town Vision Project: To receive members portfolio proposals.

a. That the Town Council invests in the development of its own Neighbourhood Plan

P Hancock (Infrastructure)

P Hancock advised that this proposal had arisen on advice from the Ward member and that there was funding available.

RESOLVED: To make an investment in finance and time to development a Neighbourhood Plan for Stalbridge. Neighbourhood Plan to be a standing agenda item on future agendas.

b. That the Town Council requests its Ward Councillor (James Vitali) to explore the option for Stalbridge Town Council to be awarded financial recompense for the construction of new housing within its boundaries through the Community Infrastructure Levy (CIL) process.

P Hancock (Infrastructure)

P Hancock advised that a CIL has more flexibility than section 106. J Wardell shared some historical information from a PowerPoint to a DAPTC organised meeting during the tri-partnership, which

showed that the North Dorset area had a lower charging rate per sqm than other areas of Dorset, thus reducing the level of CIL income and making it unviable for the area. This was noted and an initial enquiry will be made on the current charging rate per sqm for the area, post council tax equalisation.

RESOLVED: To request the Ward Councillor (James Vitali) to explore the option for Stalbridge Town Council to be awarded financial recompense for the construction of new housing within its boundaries through the Community Infrastructure Levy (CIL) process.

- c. That Stalbridge Town Council takes out membership of the Open Spaces Society
J Wardell (open Spaces)

J Wardell advised the benefits of membership and the annual cost of membership at £45.

RESOLVED: That Stalbridge Town Council takes out membership of the Open Spaces Society

- d. To have the garden area in front of the hub landscaped. N Wardle (Estates)

The quotation received was noted, members requested more clarity in the specification.

10. Planning

a. Recent planning decisions of Dorset Council

P/LBC/2024/03035 Convert garage to bedroom with en-suite. Manor Cottage Pile Lane Stalbridge Weston Dorset DT10 2LA. Granted 23.7.24

P/HOU/2024/02580 Erect single storey rear extension. 2 Vale Cottages, Ring Street, Stalbridge DT10 2LZ. Granted 16.7.24.

b. Report on responses to planning consultations

None

c. Appeals and matters of report from previous applications

None.

d. Members planning matters of report

None.

11. Finance.

a. To receive a list of payments & receipts

| | | payments | receipts |
|-------------------|--|----------|-----------|
| HMRC | VAT re-claim | | £3,774.27 |
| Dorset Council | Street cleaning SLA 24.25 | | £7,500.00 |
| Youth Club | Subs | | £285.00 |
| IK Services | Bin Hire | | £32.50 |
| Stalbright | Collection tins | | £47.00 |
| Stalbright | VAT re-claim 23.24 £45.19 plus CT £47.00 | £92.19 | |
| Archive | VAT re-claim 23.24 | £137.17 | |
| CML | VAT re-claim 23.24 | £4.63 | |
| JF design & Print | Stalbridge.info July 24 | £288.00 | |
| Bankline | August charges | £23.60 | |
| In lieu T Watson | copier paper | £9.50 | |
| In lieu T Watson | Windscreen envelopes | £6.58 | |
| In lieu T Watson | Tree stake | £7.20 | |

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|------------------------------|---|------------|--|
| Stalbridge Building supplies | Screws for cross post top & shelving collection 21 hrs | £62.81 | |
| Dorset Council | Hub Rates 6 of 10 | £848.00 | |
| Dorset Council | car park rates 6 of 10 | £542.00 | |
| Vining Bros building Ltd | For work complete to all roof work, cladding, plaster boarding, plaster floor & 2nd fix electrics | £24,000.00 | |
| Four County Services Ltd | IT support | £181.32 | |
| Four County Services Ltd | .gov.uk e mail address x 1 new member | £2.10 | |
| Four County Services Ltd | VOIP | £115.80 | |
| British Gas Lite | Hub electricity | £20.91 | |
| Edf | Hub Gas 06.06-31.07.24 | £35.21 | |
| IK Services | Town orderly services July s/o | £2,808.00 | |
| Clerk | Salary August 24 | £1,405.00 | |
| Admin Assistant | Salary August 24 | £724.49 | |
| HMRC | Tax / NI August 24 | £453.87 | |
| DC pension fund | Pension August 24 | £458.98 | |
| R Sharp | STC & DC grass cutting 15.07-06.08.24 | £1,618.50 | |
| Partnership fire & security | Visit to re-site bell box | £84.00 | |
| Tesco | Mobile | £12.40 | |
| Open spaces Society | Annual membership (TCM14.08.24) | £45.00 | |

RESOLVED: List of payment & receipts received

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

RESOLVED: To approve a transfer between the deposit and the instant access accounts of £50,000.00.

c. To receive the Quarterly financial report ending 31.06.24

The Clerk took members through the report content.

RESOLVED: Report received

12. Town Clerks report & Correspondence:

Clerks Report

Several complaints have been received regarding overgrown highways verges and footpaths in the Town. They have been passed to DC Rangers who are responsible for the verge and path cutting in question.

Planning: New changes provide greater involvement for Town and Parish councils. Link provided

Correspondence

J Wiles – PCC Churchyard maintenance

R Jackson – Jarvis field goal post

13. To consider the arrangements for the Town council Stand at the September ‘freshers fair’ and give further instruction.

It was understood the TC stand is to be shared by Stalbridge .info and its sub-committees, the Community library, Stalbright & the archive. The Clerk has requested extra tables to facilitate this.

The Clerk had provided a mood board for members review which included various re-usable media: Table banner stand label, pull up banner promoting the FTV project. Digital displays introducing the concept of a neighbourhood plan and member recruitment and an ideas book. J Wardell suggested lanyard name tags.

RESOLVED: To purchase the following: Table banner stand label, pull up banner promoting the FTV project, ideas book & name badge lanyards to a maximum value of £250.00.

14. To receive an update on the project on the lime tree and give further instruction.

A paper had been provided prior to the meeting.

RESOLVED: To add to the project rehanging the lights on the lime tree at a cost of £450.00 and award the contract accordingly.

15. The next meeting of the Town Council will be on Wednesday 11th September 2024

There being no further business the Meeting closed at 8.29pm.