



Stalbridge Town Council Meetings

Town Council Meeting Minutes

Draft minutes of the Annual meeting of the Town Council Meeting held on Wednesday 17th May 2023. (Held at The Hub Commencing at 7 p.m.)

Councillors present at the meeting:

H Hatcher (Chair), D Andrews, P Hancock, H Hatcher, B Penfold, N Penny, M Robinson & V Zarucki

Clerk for the meeting:

T Watson (Clerk)

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

There were 2 members of the public present.

Open Forum:

Bob Lovell spoke to member about his ideas of renting the ex Meaders shop as Town Council premises and archive storage and offer the Hub to Local GP surgeries for out- reach medical services

1. To elect a Chairman and receive the declaration of office.

RESOLVED: K Garland was nominated, seconded and duly elected as Chairman, the declaration of office to be signed at a later date.

2. To elect a Vice- Chairman and receive the declaration of office.

RESOLVED: H Hatcher was nominated, seconded and duly elected as Vice-Chairman, the declaration of office was signed.

3. To receive apologies.

K Garland & Murray Robinson

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

H Hatcher: Pecuniary item 111. in relation to Stalbridge Building Supplies.

4. To approve the minutes of the meetings - held on 19th April 2023

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

5. To receive Town Councillors written reports.

No written reports

6. To receive the Dorset Councillors report.

May report included in the meeting papers.

7. To carry out a review of the Hub terms of letting and give further instruction.

DEFERRED

9. Planning.

a) Recent planning decisions of Dorset Council

P/LBC/2023/01390 & P/HOU/2023/01389 Removal of existing porch and erection of new.
Rose Cottage Gold Street Stalbridge DT10 2LX. Granted 09.05.23

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.

10. Town Clerks report & Correspondence:

Basic Fire training – Has been postponed pending recruitment of the assistant Clerk position.

Enquiry regarding the North Dorset legacy funding – From the Directors of the Guggleton Farm Arts is a CIC to which clarification has been provided.

Union flags – It has been suggested that they are left up until the trouping of the colour on the 19th June, members instruction required.

P/OUT/2023/02643 - Erect up to 160 No. dwellings, form vehicular access and public open space, 2 hectares of land for a primary school, landscaping and sustainable drainage system (SuDS). (Outline application to determine access). Land North of Station Road Stalbridge. Is out to consultation and an extension for comment has been granted to the Town Council to the 3rd July.

Enough is enough campaign – The Town Council have previously resolved to engage in the campaign and previously to engage a planning consultant in relation to their response to major application consultations. Steve Savage (Transport Development Manager (Economic Growth and Infrastructure) Dorset Council has given some recommendations for private transport consultants, members instruction required.

Clerk instructed not to proceed with engaging with Planning or Transport consultant at this stage.

No correspondence

11. Finance.

a) To receive a list of payments

		Payments	Receipts
SSE	Electricity public WC's 10/01-31/03/23	£67.42	
IK Services	Street Cleaning -April 23	£2,700.00	

Stalbridge Building supplies	Parts for tree protection at Jarvis field	£14.70	
T Watson	In lieu of payment to SBS fore cable tries for flags	£3.97	
Dorset Council	right of way SLA 23.24	£385.20	
PWLB	1st half loan payment 23.23	£3,614.42	
Dorset Council	Hub Rates May	£785.25	
Dorset Council	car park rates May	£488.13	
R Sharp	DC & STC grass cutting 02.02-31.03.23	£1,708.00	
R Sharp	DC & STC grass cutting 02.05-05.05.23	£1,034.00	
D Bailey	putting up & taking down union flags	£120.00	
K Garland	Mat for tree at Jarvis field	£54.99	
C Rose	Pump track repairs & modifications	£2,500.00	
K Garland	flowers for library celebration	£40.00	
South west councils	annual subs 23.24	£582.00	
Bankline	charges April	£24.95	
Tesco Mobile	Mobile phone May 23	£12.99	
T Watson	In lieu of copier paper purchase	£5.99	
JFDP	Stalbridge.info web authoring April	£288.00	
JFDP	Artwork & design enough is enough campaign	£246.60	
British Gas	Gas hub 02.03-30.03.23	£270.87	
British Gas	Gas hub 01.04-01.05.23	£235.28	
British Gas Lite	Hub electricity 04.04-03.05.23	£116.26	
Four Counties Services Ltd	IT Support April 23	£109.02	
Four Counties Services Ltd	Broadband & Voip March 23	£100.80	
D Stubbings	men shed grant 22.23	£16.99	
Clerk	Salary May 23	£1,326.64	
HMRC	Tax / NI May 23	£309.43	
DC	Pension May 23	£434.88	
Assistant Clerk	Salary May 23	£461.87	
IK Services	Bin Hire		£32.50
HMRC	VAT re-claim Jan to Mar 23		£224.81
Dorset Council	Grass cutting 02.02-30.03.23		£816.00

RESOLVED: [List of payments & receipts received.](#)

The Clerk suggested items 12 to 17 be deferred pending the Town Future vision project and the current delegation arrangements , terms of reference and appointments remain in place until the future vision reorganisation takes place.

12. Review of representation on or work with external bodies and arrangements for reporting back.

DEFERRED: [Time limit for completion through the Town Future vision project 3 months](#)

13. Review of delegation arrangements to committees, sub-committees, staff and other local authorities.

DEFERRED: [Time limit for completion through the Town Future vision project 3 months](#)

14. Review of the terms of reference for committees.

DEFERRED: [Time limit for completion through the Town Future vision project 3 months](#)

15. Appointment of members to existing committees.

DEFERRED: [Time limit for completion through the Town Future vision project 3 months](#)

16. Appointment of any new committees in accordance with standing order 4.

DEFERRED: Time limit for completion through the Town Future vision project 3 months

17. Approve the terms of reference for any new committees.

DEFERRED: Time limit for completion through the Town Future vision project 3 months

18. Review and adoption of appropriate standing orders and financial regulations.

There is online access on the Town Council web site to the Standing orders and financial regulations.

RESOLVED: That the existing Standing Orders and Financial Regulations remain.

19. Review of arrangements, including any charters and agency agreements, with other local authorities and review of contributions made to expenditure incurred by other local authorities.

RESOLVED: That no charters or agency agreements are in place.

20. Review of inventory of land and assets including buildings and office equipment.

The fixed asset list presented was as of 31.03.23 and is updated as an when to reflect acquisitions and disposals during the year. The additions of £243.63 and disposals of £1,770.59 were noted. An annual review of the assets in physical terms will be done over the summer and during the year rolling inspections are carried out.

RESOLVED: To approve the changes to the inventory of land and assets including buildings and office equipment. N.B Youth club inventory items to be added when assessed by Youth Connect South West.

21. Confirmation of arrangements for insurance cover in respect of all insured risks.

The Clerk advised that the insured value exceeds the fixed asset value. Amendments have been made to the policy to reflect the purchases and disposals. The current policy is due for re-newel in June and will be brought to Council at the June meeting.

RESOLVED: The arrangements for insurance cover in respect of all insured risks was confirmed.

22. Review of the council's and/or staff subscriptions to other bodies.

It was noted that currently the council subscribe to SLCC, DAPTC and South West Councils.

RESOLVED: Review of the council's and/or staff subscriptions to other bodies carried out, continue to subscribe to SLCC, DAPTC and South West Councils.

23. Review of the council's complaints procedure.

The Clerk advised that there had been no changes in terms of legislation or the Councils operations since adopting the current complaints procedure in September 2011 other than alterations to reflect the unitary authority and change in TC Chairman.

RESOLVED: That the existing complaints policy remain.

24. Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 2018.

The model publication scheme (Information act 2000) has been previously approved by the Council. The purpose of this publication scheme is to show what classes of Council information are available routinely. A copy of the schedule is retained in the Clerk's Office. Any requests made under the

freedom of information and data protection acts will be dealt with according to the model publication scheme. The Council has had no requests for information in conjunction with the freedom of information act in the last year.

RESOLVED: That the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 2018 remain.

25. Review of the council's policy for dealing with the press/media.

RESOLVED: That the Council's policy for dealing with the press/media remain.

26. Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.

RESOLVED: To accept the set dates, time & place of ordinary meetings of the Full Council for the year ahead as presented.

27. Date of the Next meeting - The next Town Council meeting will be held on Wednesday 14th June 2023

15. The next meeting of the Town Council will be on Wednesday 17th May 2022

There being no further business the Meeting closed at 19.40 pm