



# Stalbridge Town Council Meetings

## Town Council Meeting Minutes

Approved minutes of a meeting of the Town Council Meeting held on Wednesday 20<sup>th</sup> October 2021. (Held at The Stalbridge Hall Commencing at 7 p.m.)

### Councillors present at the meeting:

K Garland (Chair), D Andrews, J Convoy, M Dimmer, P Hancock, H Hatcher, B Lovell, B Penfold, S Waite & D Stockley

### Clerk for the meeting:

T Watson & Mrs N Eastgate (Assistant Clerk)

Present :

G Carr-Jones ( Dorset Councillor)

1. **Open Forum : Please note: a period up to a maximum of fifteen minutes will be allowed for public comments and questions concerning items listed on the following agenda**

No comments

2. **To co-opt a Town Council member.**

Nomination forms had been submitted by D Stockley

**RESOLVED: D Stockley was Co-opted as a member of Stalbridge Town Council**

3. **To receive apologies**

M Robinson

4. **To receive declarations of interest & Requests for dispensations (Please notify the Town Clerk prior to the meeting)**

K Garland: Pecuniary item 17b. in relation to payments to IK Services.

H Hatcher: Pecuniary item 17b. in relation to payments to Stalbridge Building Supplies.

5. **To approve the minutes of the meeting held on 22nd September 2021**

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

6. **Town Clerks report & Correspondence: As detailed in annex 1a.**

Woodmills bench – Has been installed

Digital register of interests – Deadline for completion is 31.10.21

Sub-Committee membership and members representative roles – As there are two new members there will be a review at the November meeting

Broken manhole cover on the grass verge at the top of Gold Street – Reported as an emergency on Monday am on highways land inspected by highways Liaison Officer.

Danny Hine – Danny Niece has invited members to a celebration of Dannys life at The Legion on Saturday 6<sup>th</sup> November from 7pm.

Private sign for the compound at the Hall – Has been installed to discourage unauthorised entry  
The RBL 100 exhibition - Is now at The Hub and open during library hours

#### Correspondence

ROWLO email regarding toilet area on the trailway

Agreed that P Hancock, K Garland, J Wardell & P Ashcroft will make formal approach to business in the area requesting a meeting to understand why the problem is occurring and discuss potential action to resolve.

E mail Harriet Galer regarding speeding on Church Hill

The query had been passed to DC Highways who suggested asking the community speed partnership to visit. Clerk to request

E Mail Mrs E Knight regarding withdrawal of a bus service

As the timetable published online still shows the bus in question B Lovell is liaising with First Bus to find out if the service has been permanently withdrawn

Email PSCO regarding recent anti- social behaviour in the Town

The actions taken by the neighbourhood policing team in relation to anti-social behaviour were noted.

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

K Garland - Gave an update from n Ryall regarding events at the Stalbridge Hall

P Hancock – Advised member is his role of caretaker at the Hall that a fire risk assessment of the building had been completed.

B Penfold – had communication with a Henstridge resident regarding downgrading the A357 and the application of a weight limit and 20mph speed limit.

#### **8. To receive the Dorset Councillors report.**

None.

PMN: The Clerk has apologised to G Carr-Jones for omitting to invite him to the meeting

#### **9. To receive a grant funding application from 'The Vale Pantry' and give further instruction**

The Clerk informed members that any potential funding would need to be under section 137 as the funding could be considered to be out of the parish boundary. A briefing note on section 137 had been circulated with the meeting papers and the spending limit was noted. Members were keen to know how many families in Stalbridge A suggestion was made that funding could be provided on a case by case basis but this would be difficult to do if users of the pantry are to have their privacy is to be respected.

**RESOLVED:** Whilst members were mindful of importance of the service. It was felt that the local food bank at the Congregational Church in Stalbridge should be the main focus as travel to Sturminster Newton via public transport is limited. B Lovell & J Convoy to liaise with the congregational Church and report back at a future meeting.

10. To resolve the purchase of the TC wreath for the remembrance service on the 14th November and specify members attending.

**RESOLVED:** Donation of £40 to the RBL to be made for the wreath and P Hancock to attend on behalf of the Town Council

11. To carry out in annual inventory review and give further instruction

Inspections had been carried out items 33-181, 1-32 to be presented at the November meeting. The comments and required actions were noted.

**RESOLVED:** Annual inventory inspection carried out on items 33-181. Office to draw up schedule of works.

12. Appointment of any new committees in accordance with standing order 4 (APCM)

**RESOLVED:** No new committees appointed

13. Review of the council's complaints procedure. (APCM)

**RESOLVED:** Review of the council's complaints procedure carried out

14. Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998. (APCM)

The Clerk advised that there had been no changes in the last year.

**RESOLVED:** That the existing complaints policy remain.

15. 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. (APCM)

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

16. Review of the council's policy for dealing with the press/media. (APCM)

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

17. Planning.

a. Recent planning decisions of Dorset Council

P/FUL/2021/01248 Sturt Farm House Eastop Lane, Stalbridge Weston, Dorset, DT10 2SE Erection of extension to cubicle shed & erection of new cubicle shed Granted

P/HOU/2021/01885 Erect Single Storey Extension 1 Jarvis Way Stalbridge DT10 2NN Granted

P/FUL/2021/01850 Erection of rear extension The Stalbridge Village Hall Ring Street Stalbridge DT10 2NF Granted

b. Report on responses to planning consultations made by the POSAG

P/FUL/2021/01248 Sturt Farm House Eastop Lane, Stalbridge Weston, Dorset, DT10 2SE Erection of extension to cubicle shed & erection of new cubicle shed

**Support the application**

P/FUL/2021/01541 Barn Conversion with Single Storey Extension to Create New Dwelling Barn, Laburnam House, Ring Street, Stalbridge Dorset DT10 2LZ

**Support the application on condition that the comments made by the Highways Officer are in place prior to the property being occupied. It has been noted the 1.2m railing which is curved at entrance is to allow visibility.**

P/HOU/2021/01885 Erect Single Storey Extension 1 Jarvis Way Stalbridge DT10 2NN

**Support the application - The extension will have minimal visual intrusion as is set behind the extents of the existing garage footprint. The other residents' houses have set a president for extensions in local area.**

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

It was understood that Gladman were going to appeal on the Station Rd Site. The decision on the appeal regarding 2/2020/0406/OUT has not yet been made.

**d. Members planning matters of report**

It was noted that a meeting of the POSAG would be convened on Tuesday 2<sup>nd</sup> November.

**16. Review to Town Councils operations in relation to Covid19 and give further instruction in relation to:**  
**K Garland**

**a. Buildings & land (playgrounds, public WC's & Hub including the community library)**

An updated hub opening procedure was presented by members delegated to the task. The Clerk advised that in addition to the archive use of the main room was now being used by Mencap and the History Society and enquiries had been made by the White Heart Link group and the WI. Members approved the purchase of a manual sanitiser dispenser to replace the broken automatic one in the hub lobby.

**b. Services & expenditure**

All services in place. Expenditure to date in this financial year £40.95. No changes were made to the scheme of delegation other than to alter the end date to the 30<sup>th</sup> November.

**c. Meetings (full council & sub committees)**

It was noted that in relation to the hub opening plan Full Town Council meetings are above the maximum number set of 10 at tables. Full Town Council meetings therefore to continue at the Stalbridge Hall.

**17. Finance.**

**a. To receive the quarterly financial report ending 30.09.21**

**RESOLVED: Quarterly financial report ending 30.09.21 received**

**b. To receive a list of payments made under the scheme of delegation in relation to covid 19.**

British Gas	hub gas	£25.17
British Gas Lite	hub electricity	£106.73
Four County Services Ltd	Broadband & VoIP October	£100.80
Four County Services Ltd	IT support October	£102.60
Fasthosts	gov.uk renewal- stalbridgetowncouncil.gov.uk	£73.20

JFDP	web authoring Stalbridge info 29/08/-19/09/21	£288.00
Dorset Council	sign stickers	£42.00
Water2business	standpipe at allotment	£138.21
Water2business	Stalbridge library	£61.14
JFDP	Stalbridge hall compound sign	£119.95
Dorset waste partnership	Hub & town waste Sept- Dec 21	£676.70
Dorset council	Hub rates period 1.09-30.09.20	£395.31
Dorset council	car park rates	£469.00
Dorset council	library and premises rates	£749.00
Partnership Fire & Safety	Annual alarms & fire extinguisher service	£471.36
Tesco mobile	mobile phone September	£12.99
In lieu T Watson	Union Jack-flag	£69.99
In lieu T Watson	SBS general purpose silicone for clerks door	£3.44
T Watson	Salary October	£1,266.58
N Eastgate	Salary October	£480.73
Dorset County Pension Fund	Emp & Empl contribution October	£421.78
HMRC	Tax & NI October	£270.29
DAPTC	members new register of interest training	£100.00
Bank line	September	£29.90
IK Services	Street Cleaning - August	£2,616.67
Water2business	public conveniences	£213.15
Rynat Ltd	Annual play area inspections	£240.00

**RESOLVED: List of payments made under the scheme of delegation in relation to covid 19 received.**

K Garland abstained from the vote on the payment to IK Services

H Hatcher abstained from the vote on the payment to Stalbridge Building supplies.

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

30k to cover day to day running expenses and the PWLB loan due to go out in November.

**RESOLVED: Notice of a transfer between the deposit and instant access account.**

**18. The next meeting of the Town Council will be on Wednesday 17<sup>th</sup> November 2021**

There being no further business the Meeting closed at 8.17pm

Approved 17/11/2021

Signed.....

Chairman

Date