

# STALBRIDGE TOWN COUNCIL

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

**Approved minutes of The Town Council Meeting held at the above address on Wednesday 6<sup>th</sup> February 2019 commencing at 7.00pm.**

**Present Councillors** G Carr-Jones (Chair), T Bishop, P Brember, J Cowley, K Garland, R Knapp, R Lovell, C Moore, B Newton, B Penfold & J Wardell.

T Watson (Clerk)

## **In attendance**

There were 23 members of the public in attendance.

G Carr-Jones (Dorset County Cllr & North Dorset Dist. Cllr.) was present. Apologies had been received from W Batty-Smith (North Dorset Dist. Cllr.)

*Abbreviations: TC: Town Council. NDCC: North Dorset District Council. DCC: Dorset County Council.*

## **Welcome to members of the public and introductions.**

### **1. Community Open Forum.**

Thanks were expressed to the TC for taking ownership of the archive. The Archive Group were delighted that the TC had secured NDDC Legacy Funding which will go some way to achieving the aspirational project of creating a Heritage Centre for storage and display of the fast growing archive. A member of the Boules Club requested a share of the NDDC Legacy Funding

A statement was read out with regarding public funding of the Stalbridge Hall and concerns were expressed that any extension to the Hub would duplicate facilities and be of detriment to The Halls letting capacity. It was proposed that The Hall should be extended, not The Hub.

A question was raised as to why The Hall was not considered for the NDDC legacy funding which the ward member present offered to answer this after the TC meeting.

Members expressed their support for The Hall as important facility for Stalbridge and that the current and future uses of The Hub are and will not be a threat to the Stalbridge Hall. The Clerk was instructed to provide a written reply to the statement.

A question was raised regarding the statement made by Lightwood they had been actively working with Officers and TC Members on the Barrow Hill site. Members advised that the only communication with Lightwood by the TC had taken place when they had made their presentation at the public meeting (TCM 26.04.17). A comment was received in relation to a NDDC matter of complaint.

Support was expressed for the creation of a heritage Centre and thanks offered to the TC for their support in providing free storage and work space for the Archive Group in a temperature controlled environment.

### **2. To receive apologies.**

None.

### **3. Declarations of interest.**

K Garland: Pecuniary 14a.payment to IK services

### **4. To approve the minutes of the meetings - held on 9th & 23rd January 2019.**

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

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

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J Wardell – Reported roadside litter at the sidings which may be associated with HGV's. The bank at the top of Barrow Hill has been cut. The library will be closed on the 15<sup>th</sup> Feb in respect to Ann Russell.

B Penfold – Apologised for non-attendance at Hall Management Committee meetings due to ill health and not being informed of meetings.

J Cowley – Expressed delight at the representation and statement made to Council regarding public funding of The Stalbridge Hall

T Bishop – The Community Car Scheme is looking for additional drivers

P Brember - The Royal British Legion would like one of the silent soldiers. Corner piece of wall on the left of Church Walk is giving way.

**6. To receive North Dorset District Councillors reports.**

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

G Carr-Jones advised that there are 53 days to the Unitary Authority taking over and publicity campaigns are in place to inform residents across Dorset.

**8. Report on positioning and detail of the multi fitness track at Jarvis Field, proposal to now proceed with getting quotations and taking the project forward. K Garland**

A brief presentation was made and it was noted that a quote for a 50 x 18m track had been received to the value of £12,200. It was advised that safety fencing around the track is not be required.

**RESOLVED: It was proposed and agreed to instruct the Clerk to obtain 2 additional quotes and to bring back to the March meeting.**

**9. To approve the terms of reference for the working party to consider the installation of a bus shelter at the bus stop at Station Road. R Lovell**

A copy of the draft terms of reference had been circulated prior to the meeting.

**RESOLVED: Agreed to approve the terms of reference for the working party to consider the installation of a bus shelter at the bus stop at Station Road with amendments.**

**10. To consider purchasing a Speed Indicator Device and give further instruction P Brember**

P Brember advised that he had been approached by residents with speeding concerns and that DCC had withdrawn the funding for speed indicator devices (SID). He suggested purchasing a device and siting it alternately at Church Hill and Thornhill which are both established and DCC approved locations. It was understood the DCC will provide free training for authorised volunteers to site the SIDS. Suggestions were made to set up a working party and to share a SID with Marnhull.

**RESOLVED: Proposed and agreed to purchase 1 x SID and 2 x solar panels  
Against: R Lovell Abstained: R Knapp**

**11. To agree that current cheque signatories will continue to sign cheques for a three month period after the elections in May 2019 as members or non-members. To facilitate time for the bank mandate alterations.**

The Clerk advised that whilst most payments are authorised by 2 members and made electronically there is on occasion a need to issue cheques. For this purpose with the membership being an unknown after May 2019 it is advisable to agree that current cheque signatories will continue to sign cheques for a three month period after the elections in May 2019 as members or non-members to guarantee continuation of business prior to new bank mandates being set up.

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**RESOLVED:** Proposed and agreed that current cheque signatories will continue to sign cheques for a three month period after the elections in May 2019 as members or non-members. To facilitate time for the bank mandate alterations.

## 12. To review the annual risk assessment and give further instruction.

The Clerk advised that the following actions are required or are in process: Agreement / lease between the Town Council and the Allotments Society. In the interim the Allotments Society provided evidence of their PL insurance annually. Car Park order and SLA for the management of Station Rd car park, lighting, surface inspection and maintenance arrangements. Update play area inspection records. Remove the bus shelter at The Ring. Review of the Hub standard operation procedures and lone working policy. Review of future staffing. Update regarding declarations and the receipt of gifts to new members after May 2019. Review of fly posting with the Town Orderly. Review the replacement of the bench at Woodmills. Add the finger posts to the TC inventory and inspect and maintain as required. Annual letter to The Scouts to establish permission health and safety requirements and insurance for the bonfire event at the playing fields.

**RESOLVED:** It was proposed and agreed to accept the annual risk assessment as presented.

## 13. To review the Hub letting terms and charges and give further instruction.

A paper and terms of hire documents had been provided to members prior to the meeting. It was noted that in the first 9 month of 18.19 in income from letting totalled £1,390.00, in the main from 2 regular bookings with £50 being made up of one off small contributions. It was noted that there are 13 local groups and organisations that use The Hub free of charge. As usual members were keen that The Hub was not competition for Stalbridge Hall letting and noted that day rate charge for The Hub was more than that for the Youth Area at The Hall and the evening rate was the same.

**RESOLVED:** That the annual review the Hub letting terms and charges had been completed and no changes made

## 14. Correspondence: as detailed in annex. 1a

Date	From	Info	
15.01.19	Hugh delong	Information grow wild seeds for local groups	Applications had been closed
16.01.19	Mr & Mrs D Knight	Letter regarding trees on land adjacent to the Hub	Noted tree survey planned
31.01.19	DCC Highways	Barrow Hill temporary road closure notice	Noted
31.01.19	Leader NDDC	CC letter regarding NDDC 'Legacy Funding'	Read out and noted

## 15. Finance.

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

B Lewis	Hub ext. outline planning application TCM 12.09.18 item 11	£482.00
NDDC	rates cat park & premises 3rd payment of 3	£1,504.00
NDDC	Hub rates 3rd payment of 3	£928.00
SEE	Electricity Hub 27..10.18-14.01.19	£122.07
Glasdon	grit bin for car park	£225.80
Prodigy IT Solutions	SIL29017 Support Package -Feb	£259.20
Prodigy IT Solutions	PIT29057 Support Pack - VoIP Feb	£134.38

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Bankline	charges February	£26.30
DAPTC	Audit training session Clerk	£15.00
DAPTC	Budget & precept course BR Lovell	£40.00
J Fieldhouse	web authoring stalbridge.info 06.01-27.01.19	£288.00
T Watson	In Lieu of annual dropbox subscription	£79.00
T Watson	Salary -February Inc. OT	
P Garraway	Holiday pay -February	
HMRC	Tax & Ni - February	£454.63
DC Pension Fund	Emp & Empl contribution - February	£511.33
DCC	Hub & Town bins Jan - March 2019	£676.20
I K Services	Street Cleaning - December	£2,616.67
Direct office supplies	Copier paper	£18.60
J Loughlin	Pirate boat refurbishment	£562.00
Total gas & power	Hub gas 31.12.18-31.01.19	£190.77
British Gas	Public WC's electricity 01.11.18-31.01.19	£158.90

**RESOLVED:** Proposed by J Wardell, seconded by R Knapp and agreed to approve the payments as presented.

K Garland abstained from the vote in relation to the payment to IK Services.

**b. To approve the transfer of funds from the deposit to the instant access account**

£15,000 to cover day to day running costs to year end

**RESOLVED:** Proposed by J Wardell, seconded by T Bishop and agreed to approve the transfer of funds from the deposit to the instant access account as requested

**16. Clerks report on matters arising.**

Election publicity is on the web site and stalbridge.info and there will be further publicity and information on the run up to the nomination date including a newsletter. Thanks to member for allowing my daughter to do her 6<sup>th</sup> form work experience at the TC Office. She is preparing the model publication scheme for presentation on the web site

**RESOLVED:** In accordance with standing order 10a. xi. It was proposed and agreed to exclude the press and public.

**17. To facilitate the Appraisal for the Clerk and receive members comments.**

K Garland took notes.

**18. Date of the Next meeting - The next Town Council meeting will be held on Wednesday 13th March 2019. All items for inclusion on the agenda from members must be received by the Clerk by 9.00am on Tuesday 5th March 2019.**

There being no further business the Meeting closed at 9.00 pm

Date: 13 March 2019

Signed: .....

Chairman