

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 9th March 2016 commencing at 7pm.

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

T Watson (Clerk)

P Batstone (County Cllr.) was present. Apologies had been received from W Batty Smith (Dist. Cllr.)

In attendance

There were no members of the public in attendance.

1. Community Open Forum.

No comments.

2. To receive apologies.

Apologies had been received in advance of the meeting from D Hine.

3. Declarations of interest.

K Garland declared a pecuniary interest item 17a (IK Services) and stated that she would abstain from the vote on that payment.

4. To approve the minutes of the meeting - held on 3rd February 2016.

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

5. To receive Town Councillors reports.

P Brember – Attended two Youth project meetings at Sturminster Newton.

B Penfold – Provided dates for the ‘Bikers blast’ events at Henstridge Airfield.

K Garland – R Sharp had done a good job on the Library Garden.

P Ashcroft – The TC may need to purchase a new union flag, will liaise with Clerk and bring back to Council.

J Wardell – Attended the Information Office meeting. Expressed concerns that she did not receive an agenda prior to the meeting and at the very informal way in which the meeting was run. A query had been received from a resident regarding the ownership of the recycling area at Springfields. Clerk advised it is still in the ownership of the developer.

C Moore – Member of public complaint regarding parking on the wide pavement opposite The Forge obstructing pedestrian use. Clerk to report to PCSO.

6. To receive North Dorset District Councillors reports.

Update that as the settlement boundary has been retained in Stalbridge there is no requirement to opt into part 2 of the local plan. There is still an option for Stalbridge to have a Neighbourhood Plan if there is local interest. Advised of the forthcoming meeting of the Tri-Council Partnership regarding the future of Local Government in Dorset.

7. To receive the Dorset County Councillors report.

Pauline gave a Youth Service review update, news about the progression of the Youth project in Sturminster Newton and advice about how to proceed with the Youth Club in Stalbridge

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8. To receive a grant funding request from the History Group for promotion of the Stalbridge 'Town Trail' in the North Dorset Group Museums leaflet.

It was understood that the cost will be under £40 per entry for the provision of 250 copies for the Hub and local distribution. 3,000 copies will be printed and distributed around the County as well as to the other museums.

RESOLVED: It was proposed and agreed to make the grant funding to cover the cost of the promotion of the Stalbridge 'Town Trail' in the North Dorset Group Museums leaflet with thanks to the History Group.

9. To receive an application for grant funding from the Stalbridge Youth Club

The application was for £1,000.00 to cover the cost of hall rent and broadband. Members considered the application in relation to the withdrawal of funding by Dorset County Council and any potential effect this may have on the future running of the Youth Club in Stalbridge. It was felt that it was necessary to ascertain the future intentions of the current leaders and volunteers and K Garland committed to do this. It was understood that in conjunction with gathering information for the Youth services review in Stalbridge members are visiting Sturminster Newton High School after Easter and a survey has been prepared.

RESOLVED: It was proposed and agreed to make an initial pro rata 4 month grant of £421.05. Pending further future consideration.

10. To receive a quotation for the Library lighting and give further instruction.

A quotation had been received for LED lighting £2,776.00 plus VAT. Whilst other quotations had been sought only one had been received. The Clerk advised that there is £6,000.00 in the general maintenance budget for 2016.17. It was understood that LED lights would be the most cost effective to run.

RESOLVED: It was proposed and agreed to accept the quotation and instruct North Dorset electrical Services to do the work

11. To approve the March edition of the TC quarterly newsletter.

RESOLVED: There was general agreement to approve the March edition of the TC quarterly newsletter as presented.

12. To receive an update on the The Cross survey and remedial works and give further instruction.

A paper had been provided to members prior to the meeting. It was understood that it has been 23 years since The Cross was closely inspected, and considering the increasing amount of heavy traffic that passes it daily, it was suggested in the Inventory Report that it should be checked professionally. From the preliminary survey from ground level by a stone conservation specialist The Cross was considered to be in fair condition and works required should be considered as routine maintenance and to arrest any further decay. The quote for these works including provision of fixed access scaffold was £4,063.00 plus VAT. In addition when the scaffold has been erected, consultation with a 'conservation aware' structural engineer is advised regarding the stability of the cross as a whole. A quotation has been sought from an engineer on the Conservation Accreditation Register for Engineers. The quote for an initial visit and report £450. If structural remedial works are required the fees are £75 per hour with mileage at 45p per mile (based Winchester).

Members felt that as a valuable asset to the Town it was the TC's duty to maintain The Cross in the best possible order and were keen for the project to further progress. The Clerk advised that she

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would endeavour to obtain three comparable quotes for the works subject to companies being approved by National Heritage.

RESOLVED: There was general Agreement to progress the project to quotation stage

13. To consider ways in which to increase footfall at The Hub and give further instruction.

A paper had been provided to members prior to the meeting. It was understood that In August of this year the building will be 3 years old and it seems an appropriate point to consider its use and footfall. The Information Office is open for 17 hours per week and the library for 20 hours. During 2015 there were approx. 600 visitors to the Information Office over the 5 sessions per week which equates to 2/3 people per 3 hour session. The main reasons for visits in order of frequency are photocopying and laminating, countryside information, computer use, transport information & Senior Citizens advice. Both sides of the building have common opening hours on Friday pm & Saturday morning. Most current visits are based on a need for information or advice. In order to develop the use of the building for the Stalbridge community further as an informal meeting place members considered the provision of refreshments. G Carr-Jones reiterated the need for Town Councillor drop in sessions.

RESOLVED: There was general agreement to consider the purchase of hot drinks machine and the Clerk was instructed to progress.

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

Date	From	Info	Action
14.01.16	DCC Highways	"Highway Maintenance Plan"	Noted
15.01.16	DCC Transport planning	Speed Indicator Device (SID)	Post review of effectiveness of SIDs the will be a reduction in the number of sites where SIDS will be deployed. In Stalbridge the post at the north end of the Town will remain. However the post at South end of the Town did not meet the required criteria and will no longer receive a deployments by DCC as of 1st April 2016.
11.02.16	DCC Highways R. Skeats	Response to the TC's request for signage and footpath works at Thornhill	Unfortunately lengthening the 30 mph section out as far as Wood Lane along the A357 does not meet the criteria, due to there not being any houses in this section of road. Lengthening the footway at the same location is not possible at this time due to the available finances, however this may be considered on a list of possible future jobs, if budgets take a change for the better in the future, pending ranking against other jobs of this kind in the County.
20.02.16	Dorset local resilience forum	Community resilience event Thurs 21 st April	No members were able to attend.

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01.03.16	DCC Highways	Highways capital maintenance programme 16.17	Carriageway resurfacing A357 Henstridge boundary to Stalbridge & surface dressing Landshire Lane to Gibbs Marsh. The Clerk was instructed to query why Station Rd had not been included.
11.02.16	HM Courts & tribunal Service	Estates reform consultation	Post previous consultation decision to close 86 Court & Tribunal buildings
12.02.16	NDDC	Notice of intention – Resolution relating to original street naming enactment.	Noted.
17.02.16	Countrywide Access Management Ltd	Proposed public path diversion order FP no 25	Diversion at Priors Down

15. To receive a report on the changes to smaller Authorities' local audit and accountability framework.

A paper had been provided to members prior to the meeting. The main changes were understood to be for the 2015/16 financial year and beyond it is the Responsible Financial Officer of each smaller authority who must set the commencement date for the exercise of public rights, rather than the auditor and for the financial year starting on 1 April 2017, smaller authorities will be responsible for appointing their own external auditor. To help smaller authorities find and appoint an auditor, the Secretary of State can specify a new body that will have powers to appoint auditors and set audit fees for smaller authorities. Smaller authorities above the £25,000 threshold can use the appointing body's auditor appointment arrangements or can opt out and make their own arrangements.

16. To consider whether to opt out of the external audit arrangements that the Smaller Authorities' Audit appointments Ltd (SAAA) is putting in place and give further instruction.

The Clerk advised that none of the other Councils in the local Finance Officer Group were opting out and appointing their own auditors. She hoped that during 16.17 information on the new audit fees would become available so that they could be accommodated in the 17.18 budget.

RESOLVED: It was proposed and agreed not to opt out of the external audit arrangements that the Smaller Authorities' Audit appointments Ltd (SAAA) is putting in place.

17. Finance.

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

Payee	Details	Amount
T Watson	Salary March	£235.06
T Watson	In lieu of Printer Cartridges	£12.96
T Watson	In lieu of Stamps	
P Garraway	Salary March	£226.83
HMRC	Tax & NI March	£260.56
DC Pension Fund	Emp & Empl pension cont March	£1,729.17
DD I K Services	Street Orderly Duties -February 2016	£403.05
Dorset County Council	Hub & Town bins Jan- March	£20.00
I K Services	Window cleaning	£135.88
DD Total gas & power	Hub gas - 31.12.15-31.01.16	£12.00
DD Tesco Mobile	February	

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Prodigy IT silver	Invoice SIL 18103 - Support Pack March	£139.20
Prodigy VOIP	Invoice PIT 18210 - VOIP	£168.00
	Invoice PIT18253 - VOIP Services & Support Package - December 2015	
Prodigy IT -VOIP	Wireless keyboard not working	£159.00
Prodigy IT service visit	Entrance light at Hub / Christmas tree time switch	£90.00
ND Electrical Services	Library external lights	£168.00
ND Electrical Services	No 3085 Cross Lights - change of defective electronic time switch	£297.60
ND Electrical Services	Rights of way SLA 14.15	£212.40
DCC	1st 1/2 yearly rent Playing fields 16.17	£358.60
Inwood Estate	Gas hub 31.01-29.02.16	£1,670.00
DD Total gas & power	Hub garden works & library Grass	£133.02
R Sharp	In lieu of purchase of interior window cleaner	£225.00
T Watson		£3.50

Retrospective approval of Direct debits taking in January

DD Prodigy IT	Off site repair Public PC PT17595	£84.00
DD Prodigy IT	Onsite office hours 26.10.15 public WIFI PT17247	£126.00
DD Prodigy IT	PSTN line November credit due	£18.00
DD Prodigy IT	PSTN line activation new VOIP system PIT17206	£150.00

Incorrect amount reported at the February meeting DD Tesco Mobile December £12.53 not £11.50

RESOLVED: It was proposed by P Brember, seconded by T Bishop and all agreed to approve the payments as presented.

K Garland abstained from the vote on that payment approval to IK Services.

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

The Clerk requested approval of a transfer of funds of £15,000 from the deposit to the current account to cover day to day running expenses.

RESOLVED: Proposed by J Wardell, seconded by P Ashcroft and agreed that the transfer be made as requested and the request was duly signed.

18. Clerks report on matters arising.

Allotment Society public liability insurance - Received a copy of the policy in conjunction with the annual risk assessment.

19. Date of the Next meeting - The next Town Council meeting will be held on Wednesday 6th April 2016. All items for inclusion on the agenda must be received by the Clerk by 9.00am on Tuesday 29th March 2016.

There being no further business the Meeting closed at 8.47pm

Date: 6th April 2016

Signed