

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 10th October commencing at 7.00pm.

Present Councillors K Garland (Chair), P Brember, T Bishop, J Cowley, R Knapp, R Lovell, B Newton & J Wardell.

T Watson (Clerk)

In attendance

There were 5 members of the public in attendance.

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

Abbreviations: TC: Town Council. CML: Community Manged Library. PPG: Patient participation group. CIO: Community Information Office. POSAG: Planning & open spaces Advisory group. DCC: Dorset County Council. TRO:Traffic regulation order. NDDC North Dorset District Council.

Welcome to members of the public and introductions.

1. Community open forum.

Comments were received on the condition of the equipment at Jarvis field play area and that the Armistich poppies and bunting and RBL poppies and flags look great.

2. To receive apologies.

Received in advance of the meeting from C Moore, B Penfold & G Carr-Jones.

3. Declarations of interest.

K Garland 19a.payment to IK services

4. To approve the minutes of the meeting - held on 12th September 2018

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

5. To receive Dorset District Councillors reports.

On web site

6. To receive the Dorset County Councillors report.

As above

7. To receive Town Councillors reports.

J Wardell – Attended Library garden site visits. Chaired the Hub User Group meeting. Took photos of the area around The Cross in preparation for the installation of the information board. Continuing to facilitate the group looking into the viability of a neighbourhood plan. Attended the Tri-Council planning session and advised that in the New Year the planning online systems would be merging. Advised that the CML have an event on the 30th October and that the installation of directional signs to dog bins at Springfields and on the railway is complete.

T Bishop – Attendee the NHS integrated transport group meeting, unsure of the future of the project. Attended the PPG Chairs meeting, advised that Newland and Bute surgeries in Sherborne will be merging and moving their catchment areas away from Yeovil. Community car scheme is progressing. Attended the CIO meeting

J Cowley – TC agendas should be posted in more places

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P Brember – Gave an update on the remembrance commemorations in Stalbridge

8. **To approve a 'Smoking Policy for The Hub.** **J Wardell**

J Wardell advised that this had arisen from the last Hub User Group meeting.

RESOLVED: Agreed to approve with the inclusion of a plan

9. **For the Town Council to refurbish the pumps, seat and date tile and install a history information board on The Ring.** **K Garland**

K Garland advised that after the very successful History Society exhibition it would be a great idea to make the most of the history of Stalbridge.

RESOLVED: Agreed to proceed to bring costs back to Council

10. **Stalbridge Community Volunteer Car Scheme (SCVCS)** **T Bishop**
a. **Appoint as a sub-committee of the Town Council.**
b. **Approve the terms of reference.**
c. **For SCVCS expenditure to be made under S137.**

On review of the terms of reference it became apparent that the service was to be offered to all ex patients of Stalbridge surgery which includes other villages outside Stalbridge Parish. The Clerk advised that the Town Council have powers which are essentially related to local matters within the Parish boundary of Stalbridge. Therefore should members wish to be associated with the car scheme in the current form powers would need to be exercised under section 137. Section 137 of the Local Government Act 1972 enables local councils to spend a limited amount of money for purposes for which they have no other specific statutory power and they must be satisfied that there is a direct benefit to the area or part of the area, or to some or all of the inhabitants. Proposal 10c was not seconded and the proposal as a whole was withdrawn.

11. **To Amend the membership of the Planning & open spaces Advisory group** **B Newton**

B Newton advised that he is no longer available on Saturdays due to work commitments and that R Lovell had offered to take his place on the POSAG.

RESOLVED: Agreed that R Lovell would take the place of B Newton on the Planning & open spaces Advisory group.

12. **To review the annual inventory inspection and give further instruction.**

DEFERRED

13. **To review the public PC use and give further instruction.**

The Clerk had provided a paper prior to the meeting and it was understood that the use of the three public access PCs was minimal, with only 7 users between January & September 2018. Members felt that the reason for this was that in the last 5 years since The Hub was built technology had changed and much more could be done on smart phones. It was noted that the Library PCs are only used for 12% of the opening hours.

RESOLVED: Agreed to instruct the Clerk to obtain cost saving figures for removing 2 PC's from service package.

14. **To receive notice of the Christmas events in Stalbridge.**

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P Brember gave an update on Stalbrights plans for the Christmas celebrations in Stalbridge, which included a lantern parade, lighting of the lime tree and Community Fayre at the Scout hut on the 30th November. He asked members to consider funding the cost of the DCC Highways TRO's for road closures in conjunction with the events.

RESOLVED: Agreed to fund the cost of the DCC Highways TRO's for road closures in conjunction with the Christmas events.

15. To receive an update on the future management of Station Rd car park and give further instruction.

The Clerk had provided a paper prior to the meeting. It was understood that in order to manage the car park the TC need to have a car park order in place which is approved by DCC. A draft document has been prepared based on the NDDC and Durlleston Country Park models which was based partly on Traffic Management Act 2004, as the whole of North Dorset District is a civil parking zone with the associated Statutory Instrument in place. To manage the car park Members were offered 3 options which varied between in house, externalising and a combination of the two. The DCC Network Traffic Managers advice was noted

RESOLVED: Agreed to ask DCC to carry out the civil enforcement and appeals via a service level agreement.

16. To approve a change of date for the November meeting.

RESOLVED: Agreed to move the November meeting date from the 7th to the 14th.

17. To receive the external auditors report for the Year end 31st March 2018.

The Clerk advised that there were no matters arising

RESOLVED: The external auditors report for the Year end 31st March 2018 was noted.

18. Correspondence: as detailed in annex 1a.

Date	From	Info	Action
19/09/18	R Tickner	Request to site aluminium foil bank at the hub	Agreed to site aluminium foil bank at the hub.
20/09/18	D Hine	CC letter to DCC regarding verge cutting	Agreed to write to the County Councillor.
27/09/18	N Ryall	Artsreach promotion	Noted
28/09/18	CH Clarke	Letter regarding gift in memory of the late Bernard Clarke	Noted
04/10/18	B Alexandre	E mail regarding the finger post at Stalbridge Weston	Noted

19. Finance.

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

Bartlets carpets	capital grant pavilion building works ref TCM 25.07 flooring balance	£3,850.00
C Miles	capital grant pavilion BW ref TCM 25.07 showers & wall panelling	£10,082.33
J Fieldhouse	stalbridge.info web authoring 02.09-30.09.18	£288.00
Water2business	Hub water & sewerage 21.03-18.09.18	£95.24
Tesco Mobile	mobile phone charges 09/10-08/11/18	£11.50
PHS	Hub & WC waste 29.10.18-29.10.19	£220.97

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T Watson	In Lieu of display board purchase	£153.78
Total Gas & Power	Gas Hub 31.08-30.09.18	£18.81
DCC	Hub & Town bins October -Dec 2018	£625.80
Water2business	Public WC water & sewerage 21.03-18.09.18	£237.97
I K Services	Street Cleaning - September	£2,616.67
Custom fire & security	Annual service fire / intruder alarm part 7 Amp Battery	£39.98
S B Supplies	Top soil for Jubilee Play Area	£176.88
Water 2 business	Allotments water 26.03-24.09.18	£205.47
R Sharp	STC & NDDC grass cutting 19/09/18-04/10/18 + SF hedge	£1,143.50
P Garraway	Salary -October	£437.10
T Watson	Salary -October inc OT	£1,594.68
HMRC	Tax & Ni - October	£570.42
Dorset County Pension Fund	Emp & Empl contribution - October plus BP April - Aug 18	£869.75
NatWest	Bankline October September	£25.85
OA Bedford	Internal audit Y/E 31.03.18	£80.00
PKF Littlejohn LLP	External audit Y/E 31.03.18	£480.00
T Watson	in lieu of stamps purchased	£6.96
Custom fire & security	Annual service intruder alarm part	£73.38
DCC	Car park space closure cross works	£375.00
J Loughlin	Hall bin storage area canopy	£1,200.00
T Watson	In lieu of boiler purchased TBF by CIO	£103.18
Stalbridge Hall	Hire ATM	£60.00
N Orman	5th birthday event catering	£74.00
Else Butchers	5th birthday event catering	£42.00

RESOLVED: It was proposed by T Bishop, seconded by R Knapp and agreed to approve the payments as presented.

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

20. Clerks report on matters arising.

Jarvis Field Play Area goals - vandalised

Yulefest - verbal permission from landowner given

WC service door- vandalised

Finger posts – Stalbridge Weston & Bagber cross roads need attention

21. Date of the Next meeting - The next Town Council meeting will be held on **Wednesday 14th November 2018**. (NB moved from the 7th) All items for inclusion on the agenda must be received by the Clerk by 9.00am on Tuesday

There being no further business the Meeting closed at 8.20pm

Date: 14 November 2018

Signed:

Chairman