



SHAFTESBURY TOWN COUNCIL

Minutes of a meeting of Full Council held on **Tuesday 19th February 2013** at 7:00pm in the Council Chamber.

Present: Cllr Pritchard (Chairman) Cllr Clinch
Cllr Cook Cllr Dibben
Cllr Harvey Cllr Hicks
Cllr Lewer Cllr Pestell
Cllr Proctor Cllr Thompson
Cllr Toms

In attendance: Mrs Nicola Merefield (Chief Executive Officer and Town Clerk)
Mrs Claire Commons (Support Officer)
DCllr Jefferson for part of the meeting
3 member of the public

Public Consultation

Mr N Cook –thanked the Administration & Liaison Committee for their recommendation that HOPE receive a Service Level Agreement for the forthcoming financial year. Mr Cook then spoke about confidentiality at meetings and sought clarification that matters discussed during confidential session were of a confidential nature, referring specifically to the appointment of a standing HR Committee as resolved during confidential session on 10th January 2013. The Mayor clarified that there were specific reasons for requiring confidential sessions but that these could not be divulged by virtue of their confidential nature. Mr Cook asked that members of the council raised this matter when adopting the minutes.

Mr D Shepherd – thanked the council for the improvements and updates to the council website. Mr Shepherd then spoke about the SLA for tourism, highlighting the areas which the group helped including the Abbey and Gold Hill Museum, producing literature for the town and a cycle and walk guide in conjunction with Colin Dennis. He spoke of his aspiration for the swimming pool and stressed the dire situation and risk of losing the facility as a result of the recent snow damage to the roof. He asked that the town council support the pool wholeheartedly and unreservedly in order to gain the support of NDDC to speed through the replacement roof. He clarified that the support he was looking for was for £25,000 per year for the next three years. Members discussed this at length and agreed to address the issue within the approval of the minutes under agenda item 2013/110 H.

2013/108 APOLOGIES FOR ABSENCE

Cllr Ryalls due to ill health. It was asked what the situation was regarding his return and the Mayor advised that he was fully aware of the need to return before 11th March 2013 in order to

avoid an automatic disqualification for non attendance under the LGA 1972. The Mayor confirmed that he would ensure members were updated accordingly.

2013/109 DECLARATION OF INTERESTS

Members were provided with the opportunity under the Localism Act 2011 to declare any pecuniary interests or dispensations to participate in the meeting. Cllr Hicks ask that it be noted that he was a member of the Barton Hill Trust. Cllr Thompson declared a pecuniary interest as a director of the Community Land Trust.

Cllr Proctor **PROPOSED**, Cllr Pestell **SECONDED** and it was **RESOLVED** to take item 2012/112 Service Level Agreements 2013/14 as the next item of business.

2013/110 SERVICE LEVEL AGREEMENTS 2013-2014 (PREVIOUSLY AGENDA ITEM 112)

2013/110.A. The recommendation from Administration & Liaison Committee meeting of 5th February 2013 was put by the Committee Chairman. Cllr Pestell **PROPOSED**, Cllr Dibben **SECONDED** and it was:

RESOLVED that the following allocations are made in respect of Service Level Agreements for the financial year 2013/2014:

- | | | |
|---------------------------------------|--------|---------------------|
| • North Dorset Citizens Advice Bureau | £3,500 | LGA 1972 s.142 (2A) |
| • Toby's Young People's Project | £3621 | LGMPA 1976 s19 |
| • School Crossing Patrol | £3,100 | LGA 1972 s.137 |
| • HOPE | £4,000 | LGA 1972 s.133 |
| • Shaftesbury and District Task Force | £6,000 | LGA 1972 s.133 |
- to include the charges for the provision of the town website, which is currently billed to the Town Council separately.

(Policy 0213/FC/110A) (Statutory Provision – as listed above) (Budgetary Provision – Revenue Budget Grants & SLA 2013/2014) (Public Sector Equality Duty – due consideration of the duty was given)

2013/110.B. It was confirmed that additional information had been received from the Shaftesbury and District Task Force and following discussion Cllr Dibben **PROPOSED**, Cllr Cook **SECONDED** and it was:

RESOLVED that £8,000 be allocated in respect of a Service Level Agreement for the Shaftesbury and District Tourist Association for the financial year 2013/2014 *(Policy 0213/FC/110B) (Statutory Provision – Local Government Act 1972 s.144) (Budgetary Provision – Revenue Budget Grants & SLA's 2013/2014) (Public Sector Equality Duty – due consideration of the duty was given)*

2013/111 MINUTES (PREVIOUSLY AGENDA ITEM 110)

2013/111.A. The minutes of the Extraordinary Full Council meeting held on 10th January 2013 were **APPROVED** for accuracy with one amendment and **ADOPTED**.

2013/111.B. The minutes of the meeting of the Council held on the 15th January 2013 were **APPROVED** for accuracy and **ADOPTED** and it was **REFERRED** to the Administration and Liaison Committee that formal recognition of the work with young people undertaken by The Wessex Group and Yeovil College was made.

2013/111.C. The minutes of the Planning and Highways Committee meeting held on 22nd January 2013 were **APPROVED** for accuracy and **ADOPTED**.

2013/111.D. The minutes of the Recreation, Environment and Open Spaces Committee meeting held on 24th January 2013 were **APPROVED** for accuracy and **ADOPTED**. Cllr Dibben spoke to the Council in respect of play equipment at the eastern development and following discussion Cllr Dibben **PROPOSED**, Cllr Hicks **SECONDED** and it was unanimously:

RESOLVED that Shaftesbury Town Council support the use of the triangle of land on the East Side of the second entrance to the Eastern Development land for the provision of play equipment. (*Policy 0213/FC/111D*) (*Statutory Authority –LGMPA 1976 S19*) (*Budgetary Provision – Commuted sums and s 106 payments*) (*Public Sector Equality Duty – Due consideration of the duty was given*)

2013/111.E. The minutes of the Human Resources Committee meeting held on the 29th January 2013 were **APPROVED** for accuracy and **ADOPTED**.

2013/111.F. The minutes of the Community Services Committee meeting held on the 29th January 2013 were **APPROVED** for accuracy and **ADOPTED**.

2013/111.G. The minutes of the Administration and Liaison Committee meeting held on 5th February 2013 were **APPROVED** for accuracy and **ADOPTED**.

2013/111.H. The minutes of the Extraordinary Full Council meeting held on 5th February 2013 were **APPROVED** for accuracy. Members discussed the resolution relating to Policy number *0213/EFC/104B* regarding the provision of support for the swimming pool and Cllr Proctor **PROPOSED** an amendment, which was **SECONDED** by Cllr Dibben and

RESOLVED that resolution *0213/EFC/104B* be amended to allocate funding of up to £25,000 to Shaftesbury Leisure Ltd during 2013/2014 subject to the roof being replaced, the pool opening during 2012/2013 and receipt of financial documents as outlined in the SLA agreement. (*Policy 0213/FC/111Ha*) (*Statutory Authority – LGMPA 1976 s.19*) (*Budgetary Provision – Revenue Budget 2013/2014*) (*Public Sector Equality Duty – Due consideration of the duty was given*)

Members discussed the resolution relating to Policy number *0213/EFC/104C* regarding the provision of support for the swimming pool and Cllr Proctor **PROPOSED** an amendment, which was **SECONDED** by Cllr Dibben and it was:

RESOLVED (5 votes in favour, 4 against and 2 abstentions) that resolution *0213/EFC/104C* be amended to allocate funding of up to £25,000 per annum to Shaftesbury Leisure Ltd for the financial years 2014/2015 2015/2016 and, 2016/2017 subject to the conditions being met as outlined in resolution *0213/FC/111Ha*. (*Policy 0213/FC/111Hb*) (*Statutory Authority – LGMPA 1976 s.19*) (*Budgetary Provision – Revenue Budget 2013/2014*) (*Public Sector Equality Duty – Due consideration of the duty was given*)

The minutes of the Extraordinary Full Council meeting held on the 5th February 2013 were then duly **ADOPTED**.

2013/112 **REPORTS**

2013/112.A. DCllr Pritchard reported that NDDC was looking to increase precept by £5 per band D household.

DCllr Jefferson confirmed this. There were no other matters to report.

2013/112.B. Cllr Dibben reported on the Community Land Trust conveying its request to have the CEO act as the Council's representative until the trust became independent from Shaftesbury Town Council. It was confirmed that this would be on an 'as and when required' basis. Cllr Dibben **PROPOSED**, Cllr Thompson **SECONDED** and it was unanimously:

RESOLVED that the CEO and Town Clerk is appointed as the Town Council's representative to the Community Land Trust as required until such time as the trust became independent from Shaftesbury Town Council. (*Policy 0213/FC/112b*)

Cllr Harvey reported from The Shaftesbury and District Task Force advising that they were looking for more suitable accommodation. They were also considering charging a fee for providing guidance in submitting funding applications but it was noted that this had not been embraced by the organisations they were helping. It was reported that the next meeting would be held on 28th February 2013 and there would be discussion of the Memorandums and Articles during this meeting.

Cllr Cook reported that the minutes of the Town Twinning meeting would be circulated shortly.

Cllr Hicks reported from the Barton Hill Trust advising that he and Cllr Dibben had met with organisations at Cockrams to encourage them to work together and pool their aspirations with a view to drawing down developer contributions.

Cllr Thompson reported on The Snowdrop Festival, noting that there had been in excess of 2,000 people visiting Shaftesbury to see the snowdrops. The Mayor confirmed that he would be closing the Festival and would convey the thanks of the council for the success of the event.

Cllr Dibben reported from the Shaftesbury Area Parish Group and the Wessex Cross Border Group advising that minutes would be circulated shortly. He advised that there had been success making contact with an officer from the Highways Agency. He further added that there were considerable costs relating to the provision of brown tourist signs and expressed concern that the Town Team would not be able to meet these costs. Cllr Cook advised that further costs had been sought and a cheaper alternative was looking possible

Cllr Pritchard reported that he would be having a Day of Laughter on 15th March 2013 in aid of Comic Relief. He sought volunteers to fill timeslots standing on the balcony to read poems, tell jokes and playing music.

2013/113 COUNCIL PROJECTS 2013-2014

2013/113.A. The draft Strategic Action Plan from March to October 2013 as prepared by the CEO had been circulated was received.

Cllr Thompson **PROPOSED**, Cllr Harvey **SECONDED** and it was unanimously:

RESOLVED to **ADOPT** the draft Strategic Action Plan from March to October 2013 subject to the inclusion of the Town Centre Enhancement project. (*Policy 0213/FC/113*) (*Statutory Authority – n/a*) (*Financial implication – none*) (*Public sector equality duty – due consideration of the duty was given*)

2013/114 COUNCIL ADMINISTRATIVE MATTERS

2013/114.A. The CEO had reported on the requirement for an additional officer to act as bank signatory during her maternity leave absence and Cllr Pritchard **PROPOSED**, Cllr Cook **SECONDED** and it was unanimously:

RESOLVED to appoint Mrs Barbara Carter as bank signatory for the Nat West current and reserve bank accounts. (*Policy 0213/FC/114A*) (*Statutory Authority – LGA 1972 s112*) (*Financial implication – none*) (*Public Sector Equality Duty – due consideration of the duty was given*)

2013/114.B. The draft lease for the Salt Cellar had been circulated to members and Cllr Thompson **PROPOSED**, Cllr Dibben **SECONDED** and it was unanimously:

RESOLVED to approve the lease for the Salt Cellar for signature. (*Policy 0213/FC/114B*) (*Statutory Authority – LGA 1972 s.145*) (*Financial Implication – revenue budget income Town Hall 2013/2014*) (*Public Sector Equality Duty – due consideration of the duty was given*)

2013/115 NEIGHBOURHOOD DEVELOPMENT PLAN

2013/115.A. A request had been received from Melbury Abbas and Cann Parish Council that its neighbourhood plan was developed jointly with Shaftesbury Town Council was received and acknowledged.

2013/115.B. Following debate, Cllr Cook **PROPOSED**, Cllr Hicks **SECONDED** and it was:

RESOLVED to include Melbury Abbas and Cann Parish Council within the boundary of Shaftesbury's Neighbourhood Plan. (*Policy 0213/FC/115B*) (*Statutory Authority – Localism Act 2011*) (*Financial implication – none*) (*Public Sector Equality Duty – due consideration of the duty was given*)

It was further **AGREED** to extend the invitation to neighbouring parishes and resolve the final neighbourhood plan area at the next meeting of Full Council on 2nd April 2013.

2013/116 CORRESPONDENCE

2013/116.A. A letter had been received from the Snowdrop Committee asking the town council to thank Sandroyd School for their assistance in the Snowdrop Festival. This was **AGREED**.

2013/117 CHAIRMAN'S URGENT BUSINESS

2013/117.A. Members had received a copy of the response from North Dorset District Council regarding the Draft Core Strategy and a proposed response in return. It was **AGREED** to submit the response to the same organisations as previously and include the DAPTC. It was further **AGREED** to seek the opinions of other towns and parishes in the area. Add in no need to adjourn for second public

consultation as there were no members of the public present who wished to address the Council.

2013/118 CONFIDENTIAL INFORMATION

It was **PROPOSED** by Cllr Thompson, **SECONDED** by Cllr Lewer and **RESOLVED** to pass a resolution that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press should be excluded from Item 2013/119 as it related to confidential matters as detailed in category 1 of Article 2.2.7 Access to Information Rules within the town council constitution.

2013/119 STAFFING MATTERS

2013/119.A. The CEO provided a legal update. Normal debate took place.

2013/119.B. The CEO and Town Clerk provided members with revised plans for maternity leave cover. Cllr Thompson **PROPOSED**, Cllr Lewer **SECONDED** and it was unanimously:

RESOLVED to adopt the plans as provided. (*Policy 0213/FC/119b*)

There being no further business, the meeting was closed at 9:46pm.