

SHERBORNE TOWN COUNCIL

Minutes of the meeting of the SHERBORNE TOWN COUNCIL held at The Manor House, Sherborne, on Monday 19 MARCH 2018 at 6.45 p.m.

Present: Cllr J Hogben (Town Mayor)
Cllrs J Andrews, , J Carey, A Cook, D Elliott, S Greene,
A Hall, M Hall, R Legg, J Pentolfe and K Pike

In attendance: Mr T Savage (Town Clerk)

Youth Advisors: None Present

147. PUBLIC SESSION

- 147.1 Police Report – Sgt Want reported that a higher than usual number of crimes had occurred in the last month totalling 48 recorded crimes, 14 of which were telephone scams. Dorset Police are testing a new scheme known as Police Community Support Investigators (PCSI) and a number of PCSOs are taking on this low level crime investigation role.
- 147.2 Beckie Burns – Owner of Court Street Salon was in attendance as she was interested in seeing the work of the Town Council.
- 147.3 Cllr Andrews – Commended the work of DCC Highway Team thanking them for their efforts during the recent adverse weather and requested that the Town Clerk writes a letter of appreciation.
- 147.4 Cllr M Hall – Requested that STC's Adverse Weather Management Plan should be reviewed considering the recent bad weather with a view to seeing what can be done to enhance STC's contribution. The Town Clerk will add a report, seeking the establishment of a Working Group, to the April Town Council Agenda.

148. REPORT FROM COUNTY COUNCILLOR

Cllr Andrews reported that:

- Bradford Road will be closed on 23 April for 4 -5 nights between 7.00 p.m. and 7.00 a.m.
- Long Street, while in need of resurfacing, is not on the list currently but patch repairs will take place.
- It is extremely important that all Councillors, whether digitally connected or not, report each and every highway defect they come across to Dorset County Council.
- Progress with the Sherborne Parking Review is slow and no major changes are likely to take place until the new Dorset Rural Unitary Council is established but some minor amendments might happen in the intervening period.
- Discussions continue regarding a replacement operation for the 57 Bus with South West Coaches looking to utilise the X10 at off peak times. This idea is being considered by Dorset County Council.

149. APOLOGIES FOR ABSENCE

Apologies were received from Cllr D Birley

150. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

Councillors were reminded of their obligations to declare their interests in the following items and to indicate the action they will be taking when the item is considered in accordance with the National Association of Local Councils (NALC) Model Code of Conduct prepared to comply with the requirements of Section 27 of the Localism Act 2011.

- 150.1 Cllrs Elliott, M Hall and Legg declared an interest in Agenda Item No 7 as members of the District Council and would not vote.

151. MINUTES OF THE TOWN COUNCIL MEETING HELD ON 19 FEBRUARY 2018

It was PROPOSED by Cllr Pentolfe and SECONDED by Cllr Greene and AGREED (10 in favour and 1 non-vote) that:

The Minutes (Appendix A), having been circulated to Members prior to the meeting, were taken as read and approved as a correct record subject to minor amendments.

152. MAYORS ANNOUNCEMENTS

Cllr Hogben confirmed that she had attended an event at Musgrove Park Hospital following STC's award of a grant towards a new MRI scanner and she also reported on a very positive and productive meeting with a group of Independent Sherborne Traders.

153. PLANS COMMITTEE MINUTES

Cllr Pike briefed members on the committee meeting of 5 March 2018.

It was PROPOSED by Cllr Pike and SECONDED by Cllr A Hall and AGREED (6 in favour and 5 non-votes) that:

The Minutes of the Plans Committee (Appendix B) held on 5 March were received and adopted.

154. FINANCE AND RESOURCES

154.1 Payment Schedule

Cllr Pentolfe introduced the items relating to finance commencing with the Payment Schedule, the paper was noted (see Appendix C) and it was PROPOSED by Cllr Pentolfe and SECONDED by Cllr A Hall and AGREED unanimously:

That for the period 20/2/18 to 19/3/18 payment of Cheque (108287) of £310.00 Credit Card Payments of £734.52, BACS Payments of £133,010.22 and Direct Debits amounting to £7,737.53 be approved from the Town Council Current Account and that for the period 20/2/18 to 19/3/18 BACS Payments of £4,888.74 and Direct Debits of £1,162.88 be approved from the Digby Hall and Library Account.

154.2 Bank Balances

The paper was noted (Appendix D) and it was PROPOSED by Cllr Andrews and SECONDED by Cllr Carey and AGREED unanimously that:

The Bank Balances/Reconciliations for Sherborne Town Council and the Digby Hall and Library as of the 28 February 2018 are approved.

154.3 Internal Audit Report

The paper was noted (Appendix E).

It was PROPOSED by Cllr Legg and SECONDED by Cllr Pentolfe and AGREED unanimously that:

The contents of the report at Appendix E are noted and the Council notes and approves the corrective action taken by the Town Clerk in relation to Observation Recommendation Number 7.1 of the Internal Auditor.

155. ELECTION OF OFFICE FOR 2018/19

Members were in receipt of a report (Appendix F) reminding them of their decision made at the Town Council meeting held on 17 July 2017, at which it was agreed to form a Working Group to review the process by which the Town Mayor and Deputy Town Mayor are appointed, with the intention of basing the selection on the length of unbroken service on Sherborne Town Council. It was then agreed at the Town Council meeting held on 23 October 2017 that a politically neutral Mayoral Advisory Panel should be formed and reappointed annually at the Annual Statutory Meeting. It was also agreed that the Town Clerk and Civic Administrator would work closely with prospective Deputy Mayors and Town Mayors and call on the Advisory Panel for support when required. As a result the Town Clerk met with the longest serving Members who remained eligible for the post of Deputy Mayor, being Cllr Greene and Cllr Pike. Both declined to take on the role due to both their personal circumstances and the prospect of the forthcoming elections. As the next eligible long serving member, Cllr Andrews indicated that he would be willing to take on the role of Deputy Town Mayor.

Sherborne Town Council noted the contents of the report and continues with the formal election of Mayor Elect and Deputy Mayor Elect for 2018/19.

155.1 Town Mayor Elect

One nomination had been received for Cllr Elliott and it was PROPOSED by Cllr Hogben and SECONDED by Cllr Carey and AGREED unanimously that:

Cllr Elliott be elected Town Mayor Elect for the ensuing year.

155.2 Deputy Town Mayor Elect

One nomination had been received for Cllr Andrews and it was PROPOSED by Cllr Pike and SECONDED by Cllr M Hall and Agreed unanimously that:

Cllr Andrews be elected Deputy Town Mayor Elect for the ensuing year.

156. DIGBY HALL REFURBISHMENT PROJECT UPDATE

Members were in receipt of a report (Appendix G) and were reminded that the Digby Hall Refurbishment project remains a major scheme for the Council and STC's officers are continuing to work closely with DCC's Property Team, with a Working Group meeting scheduled for 21 March. Since the distribution of the Agenda/Report an estimate of £50,000 had been received for the replacement of the boilers. Officers continue to focus on the refurbishment works seeking commencement as early as possible in 2018 with an anticipation that the majority of works will be completed by the end of the 2018/19 financial year but to accommodate all the work there may need to be some cancellation of bookings.

It was PROPOSED by Cllr Carey and SECONDED by Cllr A Hall and AGREED unanimously that Sherborne Town Council:

- i) Notes the progress being made in relation to this project.**
- ii) Instructs STC Officers to continue discussions with DCC regarding the appointment of suitable contractors to undertake the costed works as identified within this report.**

157. SHERBORNE TOWN COUNCIL REPRESENTATION ON OTHER BODIES

Members were in receipt of a report (Appendix H) requesting they give further consideration to reducing the number of Representatives it allocates to 'Other Bodies'. This was discussed as part of the Review of Portfolio Holders at 19 February 2018 STC Meeting which was followed by an informal meeting of STC Councillors on Monday 26 February 2018 to discuss the number of Representatives STC has on Other Bodies and whether to consider the use of generic headings. Sherborne Town Council has already addressed the need to update the Portfolio Holders' titles and now considered the introduction of Generic Terms for Council Representatives.

It was PROPOSED by Cllr Hogben and SECONDED by Cllr Elliott and AGREED unanimously that Sherborne Town Council:

- i) Noted the content of the report.**
- ii) Approves the introduction of Sherborne Town Council representatives, as detailed in the attachment appended to the Report at Appendix H, from 9 May 2018.**

158. SHERBORNE AREA YOUTH AND COMMUNITY CENTRE

Members were in receipt of a report (Appendix I) from Sherborne Area Youth and Community Centre (SAYCC) noting that the first year of the three-year Service Level Agreement between the Town Council and SAYCC has been a success with good communication links remaining open at all times. It is clear that the community values the organisation and the financial, cleaning and grounds maintenance support provided by Sherborne Town Council is very much appreciated.

It was PROPOSED by Cllr Pentolfe and SECONDED by Cllr Carey and AGREED unanimously that:

Sherborne Town Council notes the content of the Report at Appendix H and that Athol Wells is personally thanked for his work at SAYCC.

159. REPORTS FROM COMMUNITY AND LOCAL ORGANISATIONS

Cllr Hogben reported on a recent meeting of the Friends of Yeatman Hospital making reference to the growing importance of the Hospital as more services are centralised.

Cllr Legg left the meeting at 8.05 p.m.

160. EXEMPT BUSINESS

It was PROPOSED by Cllr Hogben and SECONDED by Cllr Elliott and AGREED unanimously

That in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings Act 1960), the Public and Press be excluded from the meeting in view of the confidential nature of the business to be discussed, within the meaning of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

160.1 The Mervyn Smith Community Champion Award 2018

Members were in receipt of a brief report (Appendix J) asking them to consider the nomination of a candidate for the 2018 Community Champion Award. Five names were discussed.

It was PROPOSED by Cllr Hogben and SECONDED by Cllr Pentolfe and AGREED unanimously

To nominate Russ King as the 2018 recipient in recognition of his many years service to young people and his leadership as Chairman of Sherborne Area Youth and Community Centre (SAYCC).

160.2 Digby Hall Bar Franchise

Members were in receipt of a report (Appendix K) providing an update in relation to the Bar Franchise at the Digby Hall seeking agreement for the future provision of the service. A new Licensee was appointed in March 2017, but unfortunately their circumstances have caused them to withdraw from the role as from 31 March 2018. After consideration of various options, Officers sought expressions of interest from members of the licence trade operating in Sherborne and met with 4 possible Franchisees on 14 March and as a result of that meeting 3 expressions of interest were received and after considerable discussion and consideration a preferred Franchisee was identified.

It was PROPOSED by Cllr Carey and SECONDED by Cllr A Hall and AGREED unanimously that Sherborne Town Council:

- i) **Notes the content of the report.**
- ii) **Delegates authority to the Town Clerk and Facilities Officer, following consultation with the Town Mayor and Property Portfolio Holder, to appoint the preferred Bar Franchisee.**

The meeting closed at 8.40 p.m.

..... Town Mayor