

## SHERBORNE TOWN COUNCIL

Minutes of the meeting of the SHERBORNE TOWN COUNCIL held at The Manor House, Sherborne, on Monday 17 February 2020 at 6.45 p.m.

*Present:* Cllr J Andrews, (Town Mayor), Cllrs, J Carey, N Coleridge-Matthews, M Crossman, S Greene, A Hall, M Hall, R Begg, J Pentolfe, B Taylor and J Warburton

*In attendance:* Mr S Shield (Town Clerk), Mrs S Woodford (Civic Administrator),

*Youth Advisors:* Apologies due to Half-Term.

### **112. PUBLIC SESSION**

112.1 Cllr Andrews reported on a visit to Weymouth 'Repair Café', he was impressed by the concept and the efficiency of the operation. Many items were repaired which would otherwise have been thrown away. It is hoped that similar Repair Café's might happen around the county.

### **113. REPORT FROM DORSET COUNCIL – COUNCILLOR ANDREWS**

Cllr Andrews reported: -

- Dorset Council are proposing a 3.99% increase in Council Tax, to be confirmed by Council on 18 February 2020. With such pressure from Adult and Children's social care budget and no grant from central government, Dorset Council have been compelled to increase the Council Tax. 172.2 million out of a total of 304 million is spent on Social Care.
- The Climate Panel are meeting to discuss costings for Dorset Council's carbon reduction action plans.
- There is a welcome amendment to the Dorset Council adopted 'Ballooning and Sky Lantern Policy' which is being brought in line with that previously adopted by WDDC, to ban their release.
- In April 2020 there is to be a new contract to help those enduring domestic abuse, inline with the new Domestic Abuse Bill being introduced by the Houses of Parliament.
- The Dorset Council financial support to the voluntary sector will run until March 2021, then it will be subject to consultation and some bodies may be liable to lose this funding. This could affect groups such as CAB, Artsreach, Museums, etc. Cllr Andrews encouraged members to actively support those groups to encourage their profile when Dorset Council consider their funding options. Cllr Warburton suggested that Sherborne Town Council should also be considering its options regarding offering further funding to these organisations.

### **113. REPORT FROM DORSET COUNCIL – COUNCILLOR M HALL**

Cllr Hall reported: -

- Cllr Hall referred to the presentation, made prior to the Town Council meeting, by Mr Giles Nicholson on Dorset Council's verge trimming policy. Dorset Council have reduced the number of verge trimmings to 2 per annum by picking up all grass cuttings, so that the ground is not mulched or fed so encouraging less rampant re-growth and more wildflowers. This saves both time and money and is proving a successful policy.
- The Northern Area Plans Committee is due to meet on Thursday 20 February and all the Sherborne TRO's will be considered except for Sheeplands Lane.
- The latest list of proposed surface dressing is due to be released and there is to be a significant number in Sherborne.

- Cllr Hall offered to take anyone interested on a tour of Sherborne so he can tell them what belongs to the Town Council, to Dorset Council, to Magna, etc. He suggested this tour could culminate at the Terraces for coffee and a look around the Gainsborough.

#### **114. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Carling.

#### **115. 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.

- 115.1 Cllrs Andrews, M Hall and Legg, as Members of the Dorset Council, declared an interest in Item No. 7 the Plans Committee Minutes.
- 115.2 Cllr Pentolfe declared an interest in Item 10 as representative on SAYCC, although she would take part.

#### **116. MINUTES OF THE TOWN COUNCIL MEETING HELD ON 20 JANUARY 2020**

It was PROPOSED by Cllr Coleridge-Matthews and SECONDED by Cllr Pentolfe and AGREED (10 in favour and 2 non votes) that:

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

The Town Clerk referred to the following matters arising from the Minutes of 20 January 2020:

- Thanks have been received from Sherborne Amateur Players for the grant previously made to them by Sherborne Town Council.
- Item 102.2 – The letter from Sherborne Town Council to Velcourt regarding footpaths N7/14, N7/15 and N7/16 has been duly signed and sent.
- Item 108.4 – the grant payment to the Grove Medical Centre PPG has been paid and the first edition of the new directory is now published.
- Item 108.5 – the new machinery has been purchased.
- Item 108.6 – an application for the Local Council Award Scheme has been placed with NALC and it is hoped to finalise this at the April meeting as most requirements for the Foundation Award are already in place.
- Item 108.8 – the Precept request for 2020/21 has been submitted and acknowledged by Dorset Council.

#### **117. PLANS COMMITTEE MINUTES**

Cllr Taylor referred to the meeting held on 3 February 2020. It was PROPOSED by Cllr Taylor and SECONDED by Cllr A Hall and AGREED (8 in favour and 4 non votes) that:

**The Minutes of the Plans Committees (Appendix B) held on 3 February 2020 were received and adopted.**

## 118. FINANCE AND RESOURCES

### 118.1 Payment Schedule

The paper was noted (see Appendix C) and it was PROPOSED by Cllr M Hall and SECONDED by Cllr Taylor and AGREED unanimously that:

**That for the period 20/1/2020 to 17/2/2020 Credit Card Payments of £658.11, BACS Payments of £65,520.68 and Direct Debits amounting to £5,107.12 be approved from the Town Council Current Account and that for the period 20/1/2020 to 17/2/2020 Cheque Payments of £30.00, BACS Payment of £9,653.83 and Direct Debits amounting to £1,902.00 be approved from the Digby Hall and Library Account.**

### 118.2 Bank Balances

The paper was noted (Appendix D) and it was PROPOSED by Cllr M Hall and SECONDED by Cllr Penolfe and AGREED unanimously that:

**The Bank Balances/Reconciliations for Sherborne Town Council and the Digby Hall and Library as of the 31 January 2020 are approved.**

### 118.3 Grant Application – Read Easy Blackmore Vale North

Members were in receipt of a grant application from the Read Easy Blackmore Vale North (Appendix E).

It was then PROPOSED by Cllr M Hall and SECONDED by Cllr Crossman and AGREED unanimously:

**Sherborne Town Council grant £450 to Read Easy Blackmore Vale North**

## 119. REPORTS FROM COMMUNITY AND LOCAL ORGANISATIONS

119.1 Cllr Taylor reported on the ‘Discover Sherborne’ initiative. Looking forward to the recruitment of the Communications Officer to liaise with Discover Sherborne and assist where possible and make use of the Sherborne Town Council website. Cllr Taylor also noted the retirement of Canon Woods after 27 years as Rector of Sherborne Abbey. It was suggested that this length of service is recognised by the Town Council in the form of a gift from the Mayor of a Council engraved whisky tumbler.

119.2 Cllr Crossman attended an Agenda 21 meeting on Sustainable Dorset and found it useful and worthwhile.

119.3 Cllr Andrews reported on the recent ‘Community Chest Launch’ in Blandford, with donations from £500 to £5,000.

## 120. SHERBORNE YOUTH AND COMMUNITY CENTRE

Members were in receipt of a report (Appendix F) requesting that they consider the extension of the existing Service Level Agreement between STC and Sherborne Area Youth and Community Centre. Members noted that item 6.6 should no longer be included within the SLA as it is no longer relevant.

It was PROPOSED BY Cllr M Hall and SECONDED by Cllr Pentolfe and AGREED unanimously that Sherborne Town Council:

- i) **Gives delegated authority to the Town Clerk and Portfolio Holders to amend the Service Level Agreement as suggested with the removal of Item 6.6.**

- ii) **Activates the two-year extension to the existing Service Level Agreement with effect from 1 April 2020 to 31 March 2022 allocating funding of £10,000 per annum.**
- iii) **Considers a new SLA arrangement in January 2022 for the period 1 April 2022 onwards paid in two instalments April and October.**

## **121. PROMOTING THE WORK OF THE TOWN COUNCIL**

Members were in receipt of a report (Appendix G) on means of communicating the work of the Town Council to the wider community, as this would assist with transparency and give the public an opportunity learn more about what is happening in their local community.

It was PROPOSED BY Cllr Warburton and SECONDED by Cllr Taylor and AGREED unanimously that Sherborne Town Council:

- i) **Notes the content of the report**
- ii) **Authorises the Town Clerk to conclude negotiations relating to an initial 12-month agreement with Sherborne Times for a quarterly feature promoting the work of the Town Council.**
- iii) **Authorises the Town Clerk to enhance or replace noticeboards as required in the town either from the publicity budget or from external funding such as CIL.**

## **122. STREET NAMING**

Members were in receipt of a brief report (Appendix H) following the meeting of the work group consisting of Cllr Carling and Cllr Pentolfe to discuss potential street names for future housing in Sherborne. After further consideration Members favoured the following local and relevant names.

It was PROPOSED BY Cllr A Hall and SECONDED by Cllr Carey and AGREED unanimously that Sherborne Town Council support the following names:

- **Canon Woods Way**
- **Batten Way**
- **Drove Avenue**
- **Turing Close**

## **123. EXEMPT BUSINESS**

**It was PROPOSED by Cllr Andrews and SECONDED by Cllr M Hall 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.**

### **123.1 Digby Hall Alcohol Licence arrangements from 1 April 2020.**

Members were in receipt of a report (Appendix I) asking them to discuss the future arrangements for the Licence and Bar Franchise at the newly refurbished Digby Hall. The Council considered whether to tender again for the Alcohol Licence or to designate the Town Clerk to become the Designated Premises Supervisor for this facility.

**The resolution made by the Council is on file and will be made available in the final version of these minutes.**

123.2 Staff Job Descriptions for the Communications Officer and the Road Sweeper

Members were in receipt of copies of the above Job Descriptions (Appendix J) and were in support of both.

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

**Sherborne Town Council Approve the issue of the Job Descriptions for both the Communications Officer and the Road Sweeper.**

The meeting closed at 8.05 pm.

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Town Mayor

