

SHERBORNE TOWN COUNCIL

At the special meeting of the SHERBORNE TOWN COUNCIL held at The Manor House, Sherborne, on **TUESDAY 27th 2008** at 7.00 pm

Present: Mr D Elliott (Town Mayor)
Mr M Boustead (Deputy Town Mayor)

Mesdames S Greene, D Gurzynski, K Pike,
J Smith and M Snowden
Mr K Batten

In attendance: Mrs V Todd (Town Clerk)
Mrs S Woodford (Minute Taker)

The Public Forum had taken place at 6.45 pm during which questions and comments were welcomed from the general public and CPSO Richards updated members on police matters.

7. APOLOGIES FOR ABSENCE

Apologies were received from Cllr S Moody, Cllr V Clark, Cllr S Clayton and Cllr M Waldron

8. MAYOR'S ANNOUNCEMENTS

8.1 Agendas

8.1.1. The following Agenda has been received:
Sherborne Transport Action Group Meeting and AGM to take place on
Thursday 5th June 2008 in the Wingfield Room, Digby Hall.

8.2 Minutes

The following minutes have been received:

8.2.1. Sherborne Area Partnership Steering Group Meeting
Monday 14th April 2008.

8.8 Publications

The Clerk has copies of the following:

8.3.1. The Oral History of Sherborne (Compilations of recordings and list of interviewees)

8.3.2. DCA Community News, Issue 108. Spring 2008

8.3.8. European Regional Policy – Regions for economic change. February 2008

8.3.4. European Union Regional Policy Newsletter, Inforegio News.
Issue No. 166, March 2008.

8.3.5. European Union Regional Policy Newsletter, Inforegio News.
Issue No. 167, April 2008.

8.3.6. The Bugle, the journal of the Rifles. Issue No. 2. Spring 2008

9. DECLARATIONS OF INTEREST

9.1 There were no declarations of interest. With regard to item 10, as a member of the West Dorset District Council Licencing and Appeals Committee, Councillor Snowden will refrain from taking part when the Licence application for Youngs Garage is discussed at committee level other than to represent the Town Council if requested. She will take full part in the discussion and decision at this meeting.

10. YOUNGS GARAGE

It was agreed to suspend Standing Orders to allow Mr David Holly of Symonds Forecourts Ltd and Ms Katherine Miller, Licensing Officer from WDDC, to speak on the Licence application made for Youngs Garage and to take any questions.

Mr Holly explained Symonds Forecourts policy on alcohol sales to those looking over 21 rather than over 18. Other safeguards against sales to those underage are linking it by use of intelligent tills and dedicated software which prompt the cashier to question, combined with comprehensive staff training and good management. Both he and Ms Miller then took questions from Members.

Standing Orders were resumed.

Having questioned Mr Holly and Ms Miller and been assured that if the terms of the Licence were abused, it would be reviewed; Members remained concerned that the opening hours of the garage exceeded those of other local retail alcohol outlets and this could exacerbate the problem of underage drinking. The Town Council is unhappy about another outlet for the sale of alcohol becoming available in the town. Members consider this to be contrary to the licencing objective of protecting children from harm and would ask that consideration is given to limiting the supply of alcohol until 10 pm in line with other licenced premises in the town.

RESOLVED: A letter will be sent to West Dorset District Council expressing the concerns raised in the above paragraph.

11. PORTFOLIO HOLDERS, CHAIRMEN AND DEPUTIES

Members considered current holders and deputies.

RESOLVED: The following Councillors are elected.

PLANS COMMITTEE

10 Members
(Excludes
Cllr Snowden and
Cllr Elliott)

Chairman
Deputy

Cllr Mrs Greene
Cllr Clark

FINANCE & RESOURCES

Portfolio Holder
Deputy

Cllr Boustead
Cllr Ms Smith

PROPERTIES

Portfolio Holder
Deputy

Cllr Mrs Snowden
Cllr Mrs Pike

**PLAYING FIELDS
& RECREATION AREAS**

Portfolio Holder
Deputy

Cllr Mrs Gurzynski
Cllr Clayton

12. REPRESENTATIVES ON OTHER BODIES

Members had been circulated with a list of "Other Bodies" on which the Town Council is represented and were asked to consider on which they would like to serve.

RESOLVED: That the following Members will represent the Town Council on the various "Other Bodies":-

12. REPRESENTATIVES ON OTHER BODIES (continued)

<u>Organisation</u>	<u>Representative 2008/2009</u>
Dorset Association of Parish & Town Councils (Central Area Committee)	Cllr D Elliott
Dorset Association of Parish & Town Councils – Larger Councils Committee (usually the current Town Mayor)	Cllr D Elliott Cllr M Boustead
Rights of Way – Footpaths Liaison Officer	Cllr Mrs S Greene Cllr M Boustead
County Primary School (4 year term)	Cllr Mrs D Gurzynski
Public Transport (DCC)	Cllr Mrs S Greene
Gryphon Leisure Centre Management Committee	Cllr S Clayton
Dorset County Council Ancient Monuments Liaison Officer	Cllr V Clark
Tree Liaison Officer	Cllr D Elliott
Sherborne Area Youth Centre Management Comm.	Cllr Mrs D Gurzynski
Sherborne Parochial Charities (4 members)	Cllrs K Batten, D Elliott, Ms J Smith, Mrs M Snowden
Sherborne & District Society (CPRE) (usually Chairman of Plans)	Cllr Mrs K Pike
Sherborne Senior Lunch Club	Cllr K Batten
Sherborne Arts Link	Cllr Mrs K Pike
Sherborne Foundation Governors (2 members 4 year term)	Cllrs M Boustead and D Elliott
Sherborne CAB Management Committee	Cllrs Mrs K Pike and M T Boustead
Sherborne Douzelage (2 members)	Cllrs Ms J Smith and S Clayton
Sherborne Area Partnership Steering Group (2) Chairman & Treasurer	Chairman – Cllr Mrs K Pike Treasurer – Cllr Ms J Smith
Friends of Sherborne Learning Centre Management Group	Cllr Ms J Smith
Friends of the Yeatman Hospital	Cllr Mrs M Snowden
Friends of the Quarr	Cllr Ms J Smith
The Rendezvous Executive Management Committee	Cllrs S Clayton and Mrs D Gurzynski
DORBAG (SWEDBAG)	Cllr Ms J Smith
Chamber of Trade	Cllr M Waldron
Waste Management	Cllr Mrs S Greene

13. COMMITTEE MINUTES

The following Minutes were received:

Plans Committee – held on 6th May 2008

RESOLVED: The Minutes are received and adopted.

On the proposition of Cllr Greene and seconded by Cllr Batten

14. FINANCE AND RESOURCES

Presented by Portfolio Holder, Cllr Boustead.

14.1 Accounts

The following accounts had been received since the date of the last Meeting:-

<u>April 2008</u>		<u>* Signed out of Committee</u>		
<u>CHQ NO</u>		<u>AMOUNT</u>	<u>DETAILS</u>	<u>CODE</u>
*106093	CPRE	20.00	Seminar Fee (Cllr Greene)	Admin
*106094	Mole Valley Farmers Ltd	112.55	Weed killer	OS
*106095	Cornwall & Devon Media Limited	1171.48	Staff advertising Western Gazette, Blackmore Vale	Admin
*106096	Jobs and Careers	115.15	Staff Advertising Jobs and Careers	Admin
*106097	AM Gillard	15.00	Refund re surrendered allotment	Allots
*106098	Cash	231.60	Reimburse April petty cash expenses	Per Inv
*106099	HM Revenue & Customs	7145.86	VAT on Exempt items not reclaimable 04/05	Admin
*106100	Post Office Ltd	185.00	Road Tax Toyota Hilux	VPM
*106101	South Wales 4 x 4	300.00	Deposit for Toyota Hilux	VPM
*106102	South Wales 4 x 4	7916.00	Balance purchase price Toyota Hilux	VPM
*106103	Friends of Yeatman Hospital	350.00	Mayor's donation previously voted	Admin
*106104	Rev J Doney	25.00	Sales Ledger Refund	PG
*106105	The Signwriter	1662.62	Replacement noticeboard Manor House	Misc
*106106	Harry's Licensed Bars	404.50	Bar for Mayor Making	Admin
*106107	Kays Kitchen	700.00	Catering for Mayor Making	Admin
106108	Abbey Décor	22.75	Light bulbs, mops, Vim	DH
106109	Bradford's Building Supplies	16.85	Clear sealant cartridge Cement, sand, saw, screws, timber (skatepark fence)	DH
		253.93		OS
		270.78		
106110	Castle Gardens	21.00	Weed killer	TPF
		54.37	Bark chips, shrubs	PG
		58.86	Bark chips, shrubs	OS
		135.33	Bedding plants	DH
		269.56		
106111	Castle Security Services UK	152.75	Key Holding 2008/09	MH
106112	Christopher Phillips	108.10	Window repairs Tiling repairs Terrace Club changing area	MH
		403.64		TPF
		511.74		
106113	The Company of Landscapers	5581.25	Refurbishment works stage1 less retention	PG
106114	The Consortium	70.48	Supplies	TPF
106115	Cornwall & Devon Media Limited	534.63	Staff advertising Western Gazette	Admin
106116	F Cuff & Sons Ltd	158.48	Machine wooden components skatepark fence	OS
106117	Davenport Western Limited	265.24	Service strimmers, brush cutters etc Supplies for strimmers	VPM
		250.44		VPM
		515.68		
106118	Dorset Association of Parish & Town Council	966.56	Subscription 2008/2009	Admin

CHQ NO		AMOUNT		DETAILS	CODE
106119	Dorset County Council	100.26	463.81	Compensatory Added Years Service costs	Admin
		363.55		Playground equipment inspection	OS
106120	B & G Down		188.00	Tree surgery Newland Garden	OS
106121	Elswoods Cleaning Supplies		58.75	Pads for floor polisher	DH
106122	E.on		1186.10	Quarterly gas supply	MH
106123	Hags Play Limited		47.90	Replacement gate spring Culverhayes	OS
106124	PJ Hill		1560.00	Property management services (6½ weeks)	Admin
106125	H King & Sons		16.99	Cleaning fluid	OS
106126	King UK Limited		73.32	Cleaning materials	TPF
106127	Lee Holmes	131.22	598.61	Repair Beaver gang mower	VPM
		467.39		Service Kubota ride-on mower	VPM
106128	Mid West Office Supplies		96.54	Stationery	Admin
106129	WHP Newcombe		165.00	Repair wall clock	MH
106130	Nildram		27.47	Broadband connection monthly charge (2)	Admin
106131	Orange PCS	20.69	51.55	Monthly mobile phone costs	DH
		30.86		Monthly mobile phone costs	OS
106132	Shelleys The Printers Ltd		59.93	Invitations, envelopes (Mayor's fund already voted)	Admin
106133	Sherborne Hire Centre	206.80	359.23	Mini digger ½ day, dumper 1 week	Cem
		74.91		Generator, grinder, compressor breaker 4 hrs	OS
		29.96		Orange barrier 50 mts	TPF
		47.56		Repair burst hydraulic hose Pel job digger	VPM
106134	Sherborne Rugby Football Club		626.73	Reimbursement for Flogas	TPF
106135	Sherborne Window Cleaning Services		62.28	Routine external clean	MH
106136	SITA UK Limited		143.15	Green waste disposal to 02.05.08	OS
106137	Somerset County Council		293.75	SW Provincial Employers subscription 2008/09	Admin
106138	Viridor Waste (Somerset) Limited		413.30	Skip hire, three lifts April	OS
106139	Westcup		65.22	Bottled water, cups less bottles returned	MH
106140	West Dorset District Council	65.00	4024.00	Share Council Tax re Bungalow (Jun instal.)	TPF
		959.00		Share NNDR (Jun instal.)	MH
		3000.00		Arts Facility consultancy fee	Admin
106141	Westree		940.00	Pollard 2 chestnuts, 1 robinia in car park	DH
Total			£40,931.05		
DIRECT DEBITS TO BE TAKEN					
29.04.08	British Telecommunication plc	48.89	162.54	Alarm line 01935 812952 quarterly account	MH
29.04.08		40.04		Quarterly account 01935 812909	Cem
29.04.08		73.61		Quarterly account 01935 814852	TPF

<u>CHQ NO</u>		<u>AMOUNT</u>	<u>DETAILS</u>	<u>CODE</u>
	Norwich Union	1124.61	Commercial Combined, Digby Hall, Vehicles 08/09 Instalment:- Year premiums £13494.91	Admin
07.05.08	UK Fuels Limited	303.28	Texaco fuel card April	VPM
	Total	£1,590.43		
WAGES IMPREST ACCOUNT				
*Internet	Net Salaries	16622.15	Net salaries payable 25th Apr 08	
*100823	HM Revenue & Customs	5807.50	PAYE due M1 Apr 08	
*100824	Dorset County Council	3346.59	Pension contributions Apr 08	
*100825	Prudential	40.00	AVCs Apr 08	
*100826	T&GWU	9.97	Union subscriptions Apr 08	
*100827	Unison	16.30	Union subscriptions Apr 08	
	Total	£25,842.51		
DIGBY HALL & LIBRARY				
*100366	Mrs K Lock	17.50	Refund overpayment of sales invoice	
100367	Castle Security Services UK	152.75	Keyholding 2008/09	
100368	King UK Limited	104.28	Cleaning materials	
100369	phs Group plc	402.86	Quarterly Hygiene contract	
100370	Sherborne Town Council	1871.93	Monthly expenses rechargeable VAT and Purchase ledger refunds	
		-667.97		
100371	Sherborne Window Cleaning Services	173.90	Routine clean	
	Total	£2,055.25		
DIRECT DEBITS TO BE TAKEN				
24.05.08	Southern Electric	£1,872.19	Quarterly electricity supply	

RESOLVED: That payment of the accounts as listed is confirmed:
£40,931.05 and Direct Debits amounting to **£1,590.43** from the Current Account .
£25,842.51 from the Wages Imprest Account.
£2,055.25 and Direct Debits amounting to **£1,872.19** from the Digby Hall and Library Account

14.2 Bank Balances

Balances at Bank and In Hand

As at 30th April 2008

Sherborne Town Council

Petty Cash Account		350.00
Wages Imprest Account		500.00
Current Account		500.00
Business Money Manager Account		£6,4942.16
Money Market Deposits		
<i>Principal</i>	<i>Rate</i>	<i>Maturing</i>
£180,000.00	4.49 %	12.05.08
£201,250.00	4.15 %	12.05.08
		£381,250.00

Total Town Council Accounts

£447,542.16

Digby Hall and Library

Treasurer Account	370.46
Business Money Manager Account	9,250.00
Total Digby Hall Accounts	£9,620.46

15. REMOVAL OF BT PAYPHONE

The Council were notified of the proposed removal of the public payphone in Wingfield Road, as part of a BT consultation on their current programme of proposed public payphone removals. No objections were raised to this proposal.

16. WDDC HOUSING STRATEGY 2008 - 2012

Councillors Greene and Pike had previously agreed to consider the consultation document and recommend a response to the Council. Both had prepared a written response which they distributed to Members. Cllr Greene recommended that the percentage of affordable housing should be increased to cater for increased need in urban areas with an increase in the availability of rented properties. Councillor Pike also believed that rented accommodation should be continued at a 65% level, she also suggested that the number of second home owners may be in decline due to the current economic pressures and this would release a number of homes back onto the local market. Councillor Pike also commented on the disproportionate number of those over 65 in West Dorset, who have retired to the region from elsewhere and she suggested that rural planning permission for conversion of farm buildings to holiday lets would be better if converted to homes for full time occupancy.

RESOLVED: To respond to West Dorset District Council quoting the points made in both written responses.

17. TRAFFIC MATTERS

Horsecastles/Ottery Lane Traffic Signals

Members were in receipt of a copy of a questionnaire on the recent works on the traffic signals on the junction between Horsecastles, Ottery Lane and Lenthay Road. Members agreed a score for each item on the questionnaire, but expressed particular concern about the difficulties experienced by cyclists crossing east to west who are not identified by the sensors operating the lights, and also the repositioning of the tall indication sign depicting the “green man” which was especially useful in training children to cross the road safely.

The meeting closed at 8.45 pm.

.....
Town Mayor