

SHERBORNE TOWN COUNCIL

At the monthly meeting of the SHERBORNE TOWN COUNCIL held at The Manor House, Sherborne, on MONDAY 15 DECEMBER 2008 at 7 pm

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

Mesdames S Cook, S Greene, D Gurzynski, J Smith and M Snowden
Messrs K Batten, V Clark and S Clayton,

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 Sergeant Want updated members on police matters.

82. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Pike.

83. MINUTES

The Minutes of the monthly meeting held on 17th November and the Special Meeting held on 1st December, having been circulated to the Members prior to the meeting, were taken as read, approved as a correct record and signed by the Town Mayor.

84. MAYOR'S ANNOUNCEMENTS**84.1 Agendas**

The following agenda has been received:

84.1.1 Dorset Broadcasting Action Group meeting to be held on 16th January 2009, Corn Exchange, Dorchester.

84.2 Minutes

The following Minutes have been received:

84.2.1 DorBAG Meeting held on 21st November 2008.

84.2.2 Friends of the Quarr Nature Reserve 10th November 2008.

84.3 Publications

The Clerk has copies of the following:

84.3.1 Victim Support Newsletter Volume 1, Issue 2 November 2008.

84.3.2 DAPTC Chief Executive's Circular 15/08.

84.3.3 "The Bugle" – The journal of The Rifles.

84.3.4 Sherborne Twinning Association Newsletter November 08

84.3.5 Dorset County Council Library Service Newsletter

84.3.6 DCA Community News December 2008

84.4 Trees

84.4.1 CA/08/00307 To remove epicormic growth of 1 No. small-leaved lime tree back to the base and remove one limb (at approximately 5m) to balance the crown and reduce lateral growth in the overhanging crown by

approx. 2-3m whilst maintaining a good shape and natural flowing branch line at Sherborne House.

84.5 Gryphon School Litter Pick

On Thursday 11th December a group of youngsters from the Gryphon School collected 11 bags of litter from the area around the Skate Park, the Quarr Nature Reserve and Blackberry Lane. Well done to them all.

85. DECLARATIONS OF INTEREST

85.1 Councillor Elliott declared an interest in Item 87 Plans Committee minutes and Item 88 Plans, as a member of the WDDC Development Control Committee; he would take no part in any discussion on these items.

86. CASTLETON WATERWHEEL

It was agreed to suspend Standing Orders to allow Mr Geoffrey Ward to speak.

Mr Ward recapped on the recent opening of the new Waterwheel in June 2008 and outlined the proposals for the future. Funding has been received from the Headley Trust with a promise of funding from the Cook Trust towards the number two steam engine and the erection of a new building, for which planning permission is being sought.

Mr Ward is seeking support from the Town Council towards the creation of a seating area around and behind the water wheel, to enable the public to appreciate the size of the wheel. The estimated cost of this seating area is approximately £8,000.

The Mayor thanked Mr Ward.

Standing Orders were reinstated.

87. COMMITTEE MINUTES

The following Minutes were received:

Plans Committee – held on 1st December 2008

RESOLVED: The Minutes are received and adopted.

On the proposition of Councillor Clark and seconded by Councillor Batten.

88. PLANS

88.1 1/D/2008/2142 Form a dropped kerb. Gainsborough Cottage, South Street.
No objection

88.2 1/D/2008/2173 Demolish existing extension and erect single storey extension. 15 Springfield Crescent.
No objection

88.3 1/D/2008/2243 Re-formation of the front entrance porch area including access steps and disabled access ramp. Provision of 2 windows to the south elevations. Carry out internal alterations. St Pauls Church, St Pauls Close.
No objection

88.4 1/D/2008/2267 Replace banner sign and illuminated fixed sign with new externally illuminated advertisement sign. The Sherborne Hotel, Horsecastles Lane.

The Town Council has no objection in principle, but considers that the supporting posts should be in keeping with the appearance of the sign.

89. FINANCE AND RESOURCES

Presented by Portfolio Holder, Councillor Boustead.

89.1 Accounts

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

<u>CHQ NO</u>			<u>AMOUNT</u>		
*106395	West Dorset District Council		-1024.00	Cancelled after previous schedule: amended assessment	MH/TPF
*106397	West Dorset District Council	18.06	977.06	Council tax half share (9 of 10)	TPF
		959.00		NNDR (9 of 10)	MH
*106398	AR Blaze		408.91	Replace 2 lights first floor, trace failure in circuit	MH
*106399	Bill Butters Building Contractors Ltd		6946.50	Doors, gutters, soffits & windows to Bungalow	TPF
*106400	Bradford's Building Supplies Limited	279.27	295.33	Ballast, cement, sand, scalplings, reinforcing bar	PG
		16.06		Fixings for litter bin Simons Rd	OS
*106401	Cash		244.12	Reimburse Petty Cash expenses November	Various
*106402	Christopher Phillips	492.31	1323.00	Carpentry repairs	Cem
		212.96		Carpentry repairs	WH
		617.73		Carpentry repairs	41 Ne
*106403	Citizens Advice Bureau		7000.00	Grant approved 17th November 2008	Misc
*106404	Dorset County Council		100.26	Compensatory Added Years Service costs	Admin
*106405	Fire Safety & Security	93.60	552.55	Service firefighting equipment	Cem

<u>CHQ NO</u>			<u>AMOUNT</u>		
	Limited	290.21		Service firefighting equipment	MH
		168.74		Service firefighting equipment	TPF
*106406	Lee Holmes		83.24	Electrical repair to Kubota tractor	VPM
*106407	Lillington Plant & Construction Ltd		472.44	Lay tarmac adjacent to northeast gate	PG
*106408	Nildram		15.99	Monthly broadband fee	Admin
*106409	Orange PCS	17.74		Monthly mobile phone costs	DH
		32.90	50.64	Monthly mobile phone costs	OS
*106410	The Signwriter		764.75	Two notices and noticeboard supplied	Cem
*106411	W & S Recycling		499.10	Waste disposal October 08	OS
106412	Abbey Décor	73.17		Paint etc	Cem
		2.70		Key cut	MH
		32.47	108.34	Gloves, RCD adaptor, shower hose	TPF
106413	Abel Alarm Company Ltd		142.03	Fire alarm support Gainsborough 1 yr	TPF
106414	Atlas (UK) Security Services Ltd		94.00	Weekly fire alarm/emergency lights test	MH
106415	ATS Euromaster Ltd		172.28	Two tyres for Toyota pick-up	VPM
106416	Brandon Hire plc		248.77	Pressure washer & water butt hire	TPF
106417	Castle Forge		40.50	Repair white-lining machine	VPM
106418	Christopher Phillips		1736.50	Replace lead roof covering & associated repairs	MH
106419	DA Services (Yeovil) Ltd		27.11	Investigate low water pressure 1st Flr wc	MH
106420	Davenport Western Limited		752.00	New Stihl blower and hedgecutter	VPM
106421	Dorset County Council		2568.00	Library support to 31.03.09	Misc
106422	Evans Bros.	95.22		Hedgetrimming	Allot
		95.22		Hedgetrimming	OS
		761.76	952.20	Hedgetrimming	TPF
106423	G&S Steeplejacks Ltd		120.75	Annual lightning conductor test	MH
106424	Hags Play Limited		225.88	Post caps & shell bolts (Culverhayes)	OS
106425	JP Fabrications Ltd		1774.25	Modify ironwork to east gate	PG
106426	King UK Limited		83.61	Cleaning materials	OS
106427	Mid West Office Supplies		160.80	Stationery	Admin
106428	Pegasus Rural Services		154.73	Annual gas safety check	Cem Lo
106429	Sage (UK) Limited		54.05	Sales invoice forms	Admin
106430	Sherborne Chamber of Trade & Commerce		1000.00	Grant re winter planting (S137 approved 18.08.08)	Admin
106431	Sherborne Hire Centre	148.05		Dumper	Cem
		19.39		Battery drill	OS
		240.30		Breaker, masonry saw, security fence, cement mixer	PG
		150.38	558.12	Cold water washer, 15Kg butane cylinder	TPF
106432	Sherborne Turf Ltd		74.03	Large rakes	OS
106433	Under Pressure		132.42	Replace hydraulic hose on tipping trailer	VPM
106434	Viridor Waste	413.30		Skip hire, lifts November	OS
		803.47	1216.77	Skip away 21.5 tonnes soil/hardcore	Cem
106435	Westcup		20.27	Water supplied November plus deposit adjustment	MH

<u>CHQ NO</u>			<u>AMOUNT</u>		
106436	West Dorset District Council	18.50		Share Council Tax re Bungalow (10 of 10)	TPF
		959.00	977.50	NNDR (10 of 10)	MH
Total			£32,104.80		
DIRECT DEBITS TO BE TAKEN					
19.11.08	Fuel Network Limited	119.59		BP fuel card to 12.11.08	VPM
10.12.08		117.22		BP fuel card to 28.11.08	VPM
10.12.08		59.08	295.89	BP fuel card to 02.12.08	VPM
10.12.08	Norwich Union	852.74		Commercial Combined, 08/09 8th instalment	Admin
11.12.08		239.16	1091.90	Motor vehicle, 08/09 8th instalment	VPM
27.11.08	Southern Electric	76.16		Quarterly supply	Cem
27.11.08		763.32		Quarterly supply	MH
27.11.08		21.24	860.72	Quarterly supply	Padd
St Order 1st mthly	West Country Vending		12.47	Water cooler rental	MH
Total			£2,260.98		
WAGES IMPREST ACCOUNT					
*Internet	Net Salaries		20918.73	Net salaries payable 26th Nov 08	
*100853	HM Revenue & Customs		7562.74	PAYE due M8 November 08	
*100854	Dorset County Council		4927.38	Pension contributions November 08	
*100855	T&GWU		9.97	Union subscriptions November 08	
*100856	Unison		15.81	Union subscriptions November 08	
*100857	MN Hall		26.69	Net back-dated increase	
*100858	HA Killeen		65.34	Net back-dated increase	
Total			£33,526.66		
DIGBY HALL & LIBRARY					
*100416	Britannia catering sales Ltd		133.03	Replacement cups & saucers	
*100417	DA Services (Yeovil) Ltd		67.76	Replace immersion heater	
*100418	Fire Safety & Security Limited		161.14	Service fire-fighting equipment	
100419	AR Blaze		201.41	Repair lights in grounds	
100420	British Gas Business		1654.16	Quarterly supply account	
100421	Christopher Phillips		870.00	Repairs to window woodwork	
100422	Sherborne Town Council		2953.45	Monthly expenses rechargeable	
100423	West Dorset District Council		70.00	Premises licence	
Total			£6,110.95		
DIRECT DEBITS TO BE TAKEN					
10.12.08	Norwich Union		163.72	Commercial combined (instalment 6 of 9)	
27.11.08	Southern Electric		1078.18	Quarterly supply account	
Total			£1,241.90		

RESOLVED: That payment of the accounts as listed is confirmed:
 £32,104.80 and Direct Debits amounting to £2,260.98 from the Current Account .
 £33,526.66 from the Wages Imprest Account.
 £6,110.95 and Direct Debits amounting to £1,241.90 from the Digby Hall and Library Account.

89.2 Bank Balances

Balances at Bank and In Hand As at 30th November 2008

Sherborne Town Council

Petty Cash Account			350.00
Wages Imprest			500.00
Current Account			500.00
Business Money Manager Account			62,291.90
Money Market Deposits			
<i>Principal</i>	<i>Rate</i>	<i>Maturing</i>	
£100,000.00	1.85%	11.12.08	
£200,000.00	2.25%	11.02.09	£300,000.00
Total Town Council Accounts			£363,641.90

Digby Hall & Library

Current Account			5,788.99
Business Money Manager Account			2,900.00
Total Digby Hall Accounts			£8,688.99

90. FREEDOM OF INFORMATION ACT 2000

Members were in receipt of the new Model Publication Scheme published by the Information Commissioner, which is recommended for adoption by local Town and Parish Councils by 1st January 2009, replacing the scheme previously adopted in 2002. A supporting 'guide to information available under the publication scheme' is being prepared and will be published on the website once finalised.

RESOLVED: To adopt the Model Publication Scheme

91. REVIEW OF WAITING RESTRICTIONS

Members were provided with road maps relating to the following areas within Sherborne and asked to consider the proposed changes to traffic orders, including the introduction of residents parking under Item 91.3.

- 91.1 The Avenue and Newland – (Prohibition and restriction of waiting) Order 200.
- 91.2 St Swithins and East Mill Lane – (Revocation of waiting restrictions) Order 200.
- 91.3 Various Roads – (Restriction of waiting) Order 200.*

* Members were concerned that unrestricted access to the Pageant Flats by residents is maintained; they considered it was unclear from the map provided.

RESOLVED: To support all proposals subject to confirmation of the above.

92. CCTV SYSTEM FOR SHERBORNE

Members were in receipt of a letter from West Dorset District Council seeking confirmation of support for a proposed CCTV scheme for Sherborne Town Centre. Approximate costings for a scheme could be £150,000 capital cost with annual revenue costs of £35,000.

RESOLVED: To write to West Dorset District Council and confirm that the Town Council supports the principle of a CCTV system but would require a meeting to discuss the proposals in detail.

93. SEALING OF DOCUMENT

West Dorset District Council have agreed to transfer a strip of land, running along the edge of the Ridgeway Play area, to the Town Council. This strip originally formed part of an area assigned for a possible extension to the cemetery, but was subsequently obtained by the District Council for social housing provision. This strip was somehow left out of the housing scheme, subsequently transferred to Magna, and it remained in the ownership of West Dorset. A Deed formalising this transfer is ready to be sealed and signed.

RESOLVED: The seal is applied to the transfer deed.

The meeting closed at 8.15 pm.

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Town Mayor