

SHERBORNE TOWN COUNCIL

At the monthly meeting of the SHERBORNE TOWN COUNCIL held at The Manor House, Sherborne, on **MONDAY 15th June 2009** at 7 pm

Present: Cllr M Boustead (Town Mayor)
Cllr J Smith (Deputy Town Mayor)

Cllrs K Batten, M Boustead, S Clayton, S Cook, S Greene,
D Gurzynski, K Pike and M Snowden

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.

17. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Elliott.

18. MINUTES

The Minutes of the Annual Meeting held on the 18th May and the Special Meeting held on 26th May, 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.

19. MAYOR'S ANNOUNCEMENTS

19.1 Agenda

The following Agendas have been received:

19.1.1 Sherborne Transport Action Group, Thursday 18th June in Digby Hall.

19.1.2 DORBAG Executive Committee Meeting, Thursday 2nd July in the Corn Exchange, Dorchester.

19.2 Minutes

The following Minutes have been received:

19.2.1 Sherborne Area Partnership Steering Group held on 18th May 2009

19.3 Publications

The Clerk has copies of the following:

19.3.1 The Friends of the Yeatman Hospital Chairman's Newsletter April 2009.

19.3.2 WDDC Pocket Guide to exploring West Dorset 2009

19.3.3 WDDC Tourism Link Summer 2009

19.4 Trees

Consent has been granted for the following:

19.4.1 CA/09/00127 To reduce and reshape 1 No. Cherry Tree and to reduce the bottom right limb of 1 No. Walnut tree by 50% and reduce the remainder of the tree by 25% at Amberley, The Avenue.

19.4.2 CA /09/00126 To reduce 1 No. Willow tree by up to 30% at 1 The Lawns, Westbury.

20. DECLARATIONS OF INTEREST

There were no declarations of interest.

21. COMMITTEE MINUTES

The following Minutes were received:

Plans Committee – held on 1st June 2009

RESOLVED: The Plans Committee minutes are received and adopted.

On the proposition of Councillor Smith and seconded by Councillor Gurzynski.

22. FINANCE AND RESOURCES

Presented by Portfolio Holder, Councillor Boustead.

22.1 Accounts year ended 31st March 2009

22.1.1. To approve and sign the Accounts

Members had received a copy of the Accounts and supporting statements. Councillor Boustead took them through the Accounts and questions were invited and dealt with.

RESOLVED: The Accounts are approved and signed.

22.1.2 To approve and sign the Annual Return

A copy of the Annual Return had been provided to all members prior to the meeting. Councillor Boustead explained each section, specifically section 2, the Annual Governance statement.

RESOLVED: The Annual Return is approved and signed.

22.1.3 To receive a report from the Internal Auditor

The points raised on the internal audit carried out by Accounts and Audit Services, together with the agreed action, were noted. Councillor Boustead assured members that no issues of any significant were reported.

RESOLVED: The report is received and the action agreed.

22.2 Grant Applications

Members had previously been circulated with a list of the organisations requesting grant aid and Councillor Boustead explained each application; these were considered in turn.

Victim Support	£100
Cruse Bereavement	£200
Vitalise	£200
Sherborne Area Over 50's Group	£100
Sherborne Douzelage	£240
WRVS Luncheon Club	£250
Sherborne Chamber of Trade	£1,500
Sherborne House Arts	postponed pending further information

RESOLVED: That grants are awarded as detailed above.

22.3 Accounts

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

May 2008*** Signed out of Committee**

CHEQUE NO		AMOUNT		
*106643	Hillhead Building Services	0.00	Cheque Cancelled (see Chq 106664)	PG/WH
*106654	Sherborne Scout Group	500.00	Donation Previous Mayor's Allowance	Admin
*106655	4imprint Direct Ltd	630.67	Polo Shirts & Fleeces	Admin
*106656	ATS Euromaster Limited	10.93	Repairs to Tyre Kubota	VPM
*106657	Bradforbs Building Supplies	14.16	Fixings for Bench	OS
*106658	Ron Darch & Sons Co Ltd	868.56	Red Diesel	VPM
*106659	DLG Group	219.42	Traffic Mirror	TPF
*106660	Dorset County Council	363.98	Playground Inspections Annual Fee	OS
*106661	Harry's Licensed Bars	492.00	Drinks for Mayor Making	Admin
*106662	HSBC Invoice Finance (UK) Ltd	546.14	Litter Bins (Swintex)	OS/PG/DH
*106663	Midwest Office Supplies	84.32	Stationery	Admin
		98.01		
*106664	P J Hill (Hillhead)	232.50	Change Payee (Chq 106643 Returned)	PG/WH
*106665	Orange PCS	17.25	Monthly mobile phone costs	DH
		32.20	Monthly mobile phone costs	OS
*106666	Screwfix Direct	40.20	Padlocks & Disposable Gloves	PG/Allot
*106667	Sherborne R.C. Church	30.00	Advert Fete Programme	Admin
*106668	The Consortium	119.48	Various Consumables	OS
*106669	West Dorset District Council	1,006.00	NNDR Manor House (2 of 10)	MH
		69.00		
*106670	W.P.S. Insurance Brokers	30.00	Administration Charge for Insurance	Admin
*106671	Petty Cash	274.22	Reimburse petty cash	Per Inv
*106672	Links Signs & Graphics	51.29	Armed Forces Banner	Admin
106673	Abbey Decor	87.95	Paint for various & kettle	DH/MH/OS
106674	Accounts & Audit Services Ltd	228.02	Final Audit Fee for 2008-09	Admin
106675	Ace Fibreglass Mouldings	89.13	Sheeting for repairs to Roof	WH
106676	A.R.Blaze	55.66	Replace Light Cemetery Workshop	Cem
106677	Atlas (UK) Security Services Ltd	92.00	Testing Alarms	MH
106678	Bradforbs Building Supplies	8.38	Barrier Tape	TPF
106679	Castle Forge	98.50	Repairs Cricket Nets & Play Equip	TPF/OS
106680	Castle Gardens	302.61	Plants for Manor House, Digby H & OS	MH/OS
106681	Davenport's Western Ltd	233.88	Strimmer Line & Cut Heads	VPM
106682	Eden Park (STMS) Limited	57.27	Sprinkler	TPF
106683	Lee Holmes	54.63	Repairs to Ransom Mower	VPM
		81.60		
106684	Midwest Office Supplies	53.36	Stationery	Admin
106685	Sherborne Hire & Glass	29.33	Hire of Turf Cutter	PG
		7.48	Barrier Tape	TPF
		54.74	Hire of Breaker Drill to repair Bench	OS
106686	Viridor Waste (Somerset) Ltd	301.59	Skip May (2 lifts)	OS
106687	West Country Vending	35.72	Water Bottles & Deposit	MH
106688	W & S Recycling Services	149.30	Green Waste - May 09	OS
TOTAL		£7,751.48		
DIRECT DEBITS TO BE TAKEN				
06.06.09	Fuel Network Limited	132.33	BP Fuel Card	VPM
		153.39		
10.06.09	Aviva	2,955.09	Commercial Combined, 09/10 3 instals	Admin

CHEQUE NO		AMOUNT			
24.05.09	Southern Electric	21.04		Paddock Gardens	Padd
		21.91		Cemetery Chapel	Cem
		1,178.52		Manor House	MH
		88.06	1,309.53	Workshop Cemetery	Cem
STANDING ORDERS					
01.06.09	West Country Vending		12.21	Water cooler rental June	MH
Total		£4,562.55			
WAGES IMPREST ACCOUNT					
*Internet	Net Salaries		19,335.36	Net salaries payable 26th May 09	
*100881	HM Revenue & Customs		5,853.63	PAYE due May 09	
*100882	Dorset County Council		4,837.27	Pension contributions May 09	
*100883	T&GWU		9.97	Union subscriptions May 09	
*100884	Unison		15.81	Union subscriptions May 09	
Total		£30,052.04			
DIGBY HALL & LIBRARY					
100465	British Gas Business		179.14	Gas Usage	
100466	Castle Gardens		53.81	Plants for Grounds	
100467	Sherborne Town Council		2,485.80	Monthly rechargeable expenses	
100468	The Consortium		16.09	Hand Towel Dispenser	
Total		£2,734.84			
DIRECT DEBITS TO BE TAKEN					
10.06.09	Aviva		161.80	Commercial combined 09/10 2nd instal	
Total		£161.80			

RESOLVED: That payment of the accounts as listed is confirmed:
£7,751.48 and Direct Debits amounting to £4,562.55 from the Current Account.
£30,052.04 from the Wages Imprest Account.
£2,734.84 and Direct Debits amounting to £161.80 from the Digby Hall and Library Account.

22.4 Bank Balances

Reconciled Balances at Bank and In Hand As at 31st May 2009

Sherborne Town Council

Petty Cash Account		75.78
Wages Imprest		-4,378.86
Current Account		-7,933.77
Business Money Manager Account		82,717.53
Money Market Deposits		
<i>Principal</i>	<i>Rate</i>	<i>Maturing</i>
£300,000.00	0.30%	11.06.09
		300,000.00
Total Town Council Accounts		£370,480.68

Digby Hall & Library

Treasurer Account		1,464.88
Business Money Manager Account		6,000.00
Total Digby Hall Accounts		£7,464.88

23. SHERBORNE AREA PARTNERSHIP

Members were advised of the resignation of Councillor Pike from the position as Chairman to the Sherborne Area Partnership. The Mayor asked Councillor Greene if she would accept this appointment, to which she agreed.

RESOLVED: To appoint Councillor Greene as Chairman of the Sherborne Area Partnership

24. REPRESENTATIVES ON OTHER BODIES

As Councillor Clayton was unable to attend the Special Meeting held on 26th May, at which Representatives on Other Bodies were appointed, the position as the Council's representative on the Gryphon Leisure Centre Management Committee was left unfilled. Councillor Clayton indicated his willingness to continue as representative, although he had been unable to attend any meetings in the previous year as he had not received any prior notification.

RESOLVED: To appoint Councillor Clayton as the Council's representative on the Gryphon Leisure Centre Management Committee and to request they issue sufficient notice to enable Councillor Clayton to attend meetings.

The meeting closed at 8.00 pm

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Town Mayor