

SHERBORNE TOWN COUNCIL

At the monthly meeting of the SHERBORNE TOWN COUNCIL held at The Manor House, Sherborne, on **MONDAY 16th March 2009** at 7.00 pm

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

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

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 Constable O'Donnell updated members on police matters.

113. APOLOGIES FOR ABSENCE

No apologies.

114. MINUTES

The Minutes of the monthly meeting held on 16th February 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.

115. MAYOR'S ANNOUNCEMENTS

115.1 Minutes

The following Minutes have been received:

- 115.1.1** Sherborne Transport Action Group , Thursday 5th March.
- 115.1.2** Environmental Sunrise "Sherborne Goes Green" – Conference Report

115.2 Publications

The Clerk has copies of the following:

- 115.2.1** CAB – Local Authorities and the Recession – Solutions from the Citizens Advice Bureau.
- 115.2.2** The Digital Switchover Scheme – help information package

115.3 Trees

- 115.3.1. TP/09/00032** Consent granted to remove the damaged limb of 1 No Beech tree (T.1 in the Order); and to carry out some minor weight reduction of heavy laterals and remove major deadwood. Pendennis, Greenhill.
- 115.3.2. CA/09/00065** Consent granted to fell 1 No. Holm Oak tree due to significant presence of fungus and decay at the Green, Greenhill.
- 115.3.3. TP/09/00043 Devan Haye, North Road.**
TPO 700 (A.1): Consent granted to fell 1 No Holm Oak, 2 No. Sycamore trees and 1 No. Conifer and to prune and reshape 1 No. Yew tree and to raise the canopy of 1 No. yew tree and prune back from building.
Conservation Area: To fell 1 No. Holly tree, 2 No. sycamore trees and 1 No. Plum tree. To reduce and reshape 1 No. Bay tree by approx. one third;

to reduce 1 No. Apple tree by approx 20-30% and prune; to crown clean 2 No. Apple trees and lightly prune.

116. DECLARATIONS OF INTEREST

116.1 Councillor Elliott declared an interest in Item 118, Plans Committee minutes, as a member of the WDDC Development Control Committee; he would take no part in any discussion on these items.

117. ELECTION OF OFFICES 2009/2010

117.1 Town Mayor

The Mayor reported that one nomination had been received. Proposed by Councillor Elliott and seconded by Councillor Batten.

RESOLVED: That Councillor Boustead is elected Town Mayor Designate for the year 2009/2010.

117.2. Deputy Town Mayor

The Mayor reported that one nomination had been received. Proposed by Councillor Boustead and seconded by Councillor Gurzynski.

RESOLVED: That Councillor Smith is elected Deputy Town Mayor Designate for the year 2009/2010.

118. COMMITTEE MINUTES

The following Minutes were received:
Plans Committee – held on 2nd March 2009

118.1 Item 5.11. Page 116

1/D/09/000255 TREGENNA, SOUTH STREET – Retain garden store.
No observation was made on this application at the Plans meeting to allow councillors the opportunity to visit the site.

The Town Council object to this application and consider that the position and dimensions of the garden store are detrimental to neighbouring properties by reducing their natural light.

RESOLVED: Subject to the foregoing the Plans Committee minutes are received and adopted.

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

119. FINANCE AND RESOURCES

Presented by Portfolio Holder, Councillor Boustead.

119.1 Internal Audit – Review of effectiveness and scope

The Council is required to review, on an annual basis and at any other time should this be deemed appropriate, the effectiveness of the system of internal audit. Five standards need to be met by the internal auditor and the Council must be satisfied that the person they engage is competent and meets these standards. It is proposed that Accounts and Audit Services is again instructed to carry out the internal audit on behalf of the town council.

RESOLVED: To appoint Accounts and Audit Services Ltd as internal auditors for the Town Council for the 2009/2010 financial year, being satisfied that they meet the required standards

119.2 Accounts

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

March 2009

***Signed out of Committee**

<u>CHQ NO</u>		<u>AMOUNT</u>		
* 106520	Gryphon School	400.00	Grant S145 approved Min 108.4.1	Admin
* 106521	West Dorset District Council	1,150.00	Grant S137 ref CCTV Consultants Report Min 109	Admin
*106522	AR Blaze	46.00	Investigate supply failure CAB	MH
*106523	Avoncrop Amenity Products Ltd	809.14	White Marker Paint	TPF
*106524	Bradfords Building Supplies Ltd	95.97	Build new Fence above footpath	
*106525	Brandon Hire plc	66.32	Hire Power Sweeper	TPF
*106526	D A Services (Yeovil) Ltd	267.03	Repairs burst pipe	TPF
		135.77	Repairs to Shower	TPF
*106527	Ron Darch & Sons Co Ltd	924.84	Oil for Gainsborough Heating	TPF
*106528	Dorset County Council	130.82	Compensatory Added Years Service costs	Admin
*106529	Express Motor Parts Ltd	27.49	Hand Cleaner	OS
*106530	Konica Minolta Business Solutions (UK) Limited	127.75	Quarterly flat rate copier charges	Admin
*106531	Lee Holmes	519.60	Service Digger & Kubota Mowers	VPM
*106532	Mid West Office Supplies	67.11	Stationery	Admin
*106533	Mole Valley Farmers Ltd	127.13	Timber for fencing	TPF
		29.98	Wellington Boots x 2	Misc
*106534	Nildram	15.65	Monthly broadband service Feb/Mar 09	Admin
*106535	Orange PCS	17.50	Monthly mobile phone costs	DH
		32.66	Monthly mobile phone costs	OS
*106536	Screwfix	5.08	Funnel	TPF
*106537	W & S Recycling	101.13	Green Waste Jan 09	OS
*106538	Bristol Wessex Billing Services Limited	869.17	Metered Water Supply to 11.02.09	TPF
*106539	YHC Hire Services Ltd	61.24	Hire Pedestrian Sweeper	TPF

106540	Cash		40.35	Reimburse petty cash to 28.02.09	Per Inv
106541	Abbey Décor	73.35		Keys, Decorating Materials	OS
		1.00	74.35	PTFE Tape	TPF
106542	Atlas (UK) Security Services Ltd		69.00	Testing Alarms	MH
106543	B & G Down		287.50	Chipping Machine Hire & Operator at Quarr	OS
106544	Bradfords Building Supplies Ltd	40.71		Paint & Galv Staples	OS
		152.84	193.55	Sand for Trench Fair Cable	TPF
106545	Davenport Western Ltd	73.29		Chain Oil & Gloves	OS
		33.64	106.93	Repairs Hedgetrimmer	VPM
106546	Digby Hall & Library		5000.00	Balance of Grant	DH
106547	King UK Limited		41.40	Cleaning Materials	TPF
106548	Lee Holmes		2520.12	Overhaul Engine & Replace Crankshaft	VPM
106549	Mid West Office Supplies		35.21	Stationery	Admin
106550	Mole Valley Farmers Ltd		10.06	Rat Poisoning	41 NEW
106551	Pegasus Rural Services		2203.40	New Boiler & Thermostatic Valves Cemetery Lodge	CEMLO
106552	Reed Personnel Services Ltd		4127.58	Recruitment Fee - Finance Officer	Admin
106553	Screwfix Direct		53.56	Paint & Decorating Materials	OS
106554	Sherborne Area Partnership		6000.00	Balance of Grant	Misc
106555	Sherborne Hire & Glass Centre Ltd		28.18	Hire of Generator	OS
106556	Viridor Waste (Somerset) Limited		271.97	Skip February (2 lifts)	OS
106557	Bristol Wessex Billing Services Limited	8.38		Water Paddock Garden Half Year	OS
		286.01	294.39	Water & Sewerage Half Yr Manor Hse	MH
106558	West Country Vending Service Ltd		7.94	Two Water Bottles	MH
TOTAL			£27,392.87		
DIRECT DEBITS TO BE TAKEN					
18.02.09	Fuel Network Limited	60.32		BP fuel card to 05.02.09	VPM
25.02.09		66.46		BP fuel card to 17.02.09	VPM
04.03.09		56.32	183.10	BP fuel card to	VPM
10.03.09	Norwich Union		852.77	Commercial Combined, 08/09 11th instalment	Admin
11.03.09	Norwich Union		239.16	Motor vehicle, 08/09 11th instalment	VPM
St Order	West Country Vending		12.21	Water cooler rental March	MH
1st month					
Total			£1,287.24		
WAGES IMPREST ACCOUNT					
*Internet	Net Salaries		19006.96	Net salaries payable 26th February 09	
*100869	HM Revenue & Customs		6133.61	PAYE due M10 February 09	
*100870	Dorset County Council		4828.09	Pension contributions February 09	
*100871	T&GWU		9.97	Union subscriptions February 09	
*100872	Unison		15.81	Union subscriptions February 09	
Total			£29,994.44		
DIGBY HALL & LIBRARY					
*100436	Connaught Compliance Gas Ltd		94.70	Repairs to Oven	
*100437	Lumiere Lighting Ltd		32.84	Round 3 Pin Plugs	
100438	Bournemouth Curtains Ltd		218.50	Recabbling Stage Track	
100439	Calbarrie		62.10	PAT Testing	
100440	King UK Limited		142.69	Cleaning Materials	
100441	Sherborne Bridge Club		20.25	Refund Charge for hire of Wingfield Room	
100442	Sherborne Town Council		2022.97	Monthly rechargeable expenses	

100443	Bristol Wessex Billing Services	1438.45	Water & Sewerage - Half Year
Total		£4,032.50	
DIRECT DEBITS TO BE TAKEN			
20.02.09	Southern Electric	1371.28	Quarterly supply account
10.03.09	Norwich Union	163.75	Commercial combined (instalment 9 of 9)
Total		£1,535.03	

RESOLVED: That payment of the accounts as listed is confirmed:
£27,392.87 and Direct Debits amounting to £1,287.24 from the Current Account.
£29,994.44 from the Wages Imprest Account.
£4,032.50 and Direct Debits amounting to £1,535.03 from the Digby Hall and Library Account.

119.3 Bank Balances

Reconciled Balances at Bank and In Hand As at 28th February 2009

Sherborne Town Council

Petty Cash Account		350.00
Wages Imprest		-10,487.48
Current Account		- 1,110.00
Business Money Manager Account		69,204.47
Money Market Deposits		
<i>Principal</i>	<i>Rate</i>	<i>Maturing</i>
£150,000.00	0.70%	11.05.09
£ 75,000.00	0.60%	11.03.09
		£225,000.00
Total Town Council Accounts		£282,956.99

Digby Hall & Library

Current Account	2,761.30
Business Money Manager Account	4,000.00
Total Digby Hall Accounts	£6,761.30

120. HIGHWAYS MATTERS

Proposed erection of bollards at Priestlands Lane/Bristol Road. Members were in receipt of a letter from DCC Traffic Management, enclosing a map indicating the site of proposed bollards intended to keep the pavement clear of parked vehicles, leaving room for other large vehicles, including emergency ones, to access Priestlands Lane without hindrance.

RESOLVED: To approve the bollards as suggested, with the recommendation of an additional one to stop vehicles parking on the grassed area by the junction.

121. ALLOTMENT AGREEMENT

Members were in receipt of proposed revisions to the Allotment Agreement. The original agreement was based on a generic model, some provisions within this model have been removed as they are irrelevant, and new provisions have been added. The new agreement includes a clause stating that the agreement may be terminated if the tenant ceases to reside within 1 mile of the Sherborne parish boundary, it was suggested that existing tenants who no longer live in Sherborne are required to pay double rent for their sites to compensate for the fact that they are no longer contributing to the precept within their council tax payment.

RESOLVED: To approve the revised agreement with the addition of the requirement for a tenant to pay double-rent if no longer residing within 1 mile of the parish boundary.

122. COMMUNITY ARTS FACILITY

Councillor Smith reported on the progress made by the Steering Group towards to the provision of the proposed Community Arts Facility. The Steering Group has increased its numbers and now includes representation from various interested groups within the town and trustees have been chosen to form the charitable trust which will oversee the fundraising. At a meeting held on Friday 13th March, the Dorset County Council gave assurance that the agreement to transfer the land had been ratified by the Cabinet and the land will be transferred directly once the Trust has been set-up. There will be no time limit attached to the transfer of the land requiring commencement of the building work. The Steering Group are seeking financial assistance from the Town Council to cover the initial legal fees for setting up the trust, also the fees for the planning application which will have to be submitted to gain permission to breach the wall into the site. Concept drawings are being prepared, free of charge, by local Architect Mr T MacBean for use when the fund raising bid is launched. Councillor Snowden congratulated the members of the Steering Group and thanked them for their efforts.

RESOLVED: To grant £1,000 to cover the legal fees for setting up the trust and the planning fee for an application to breach the wall into the site.

The meeting closed at 8.15 pm.

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Town Mayor