

SHERBORNE TOWN COUNCIL

At the monthly meeting of the SHERBORNE TOWN COUNCIL held at The Manor House, Sherborne, on MONDAY 17 NOVEMBER 2008 at 7 pm

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

Mesdames S Greene, D Gurzynski and J Smith
Messrs K Batten, V Clark 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 Sergeant Want updated members on police matters.

69. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Pike and Snowden

70. MINUTES

The Minutes of the meeting held on 20th October, 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.

71. MAYOR'S ANNOUNCEMENTS

71.1 Agenda

The following Agenda has been received:

71.1.1. Sherborne Transport Action Group on Thursday 11th December at 7.00 pm in the Digby Hall.

71.2 Minutes

The following Minutes have been received:

71.2.1. Sherborne Area Partnership Steering Group, Monday 8th September, 2008.

71.2.2. Friends of the Quarr Local Nature Reserve, 29th September 2008.

71.3 Trees

The Clerk has copies of the following:

71.3.1. TP/08/00290 St Swithin's Road, TPO 130 (G.1) To perform surgery to 3 No. Whitebeam; 2 No. Large leafed Lime; 3 No. Small leafed Lime; 2 No. Yew and 2 No. Myrobalan Plum trees under Section 198.
Consent granted.

71.3.2 CA/08/00299 To fell a number of Cherry, Portuguese Laurel and Pear trees under Section 198 (dangerous and decayed) at Raleigh Lodge, Castleton.
Consent granted.

71.4 Publications

The Clerk has copies of the following:

71.4.1 Sherborne Douzelage Newsletter for November 2008.

71.4.2 Sherborne Chamber of Trade and Commerce Newsletter for November 2008.

71.4.3 Dorset County Council Dorset Health and Scrutiny Committee review of inappropriate hospital admissions and discharges and support for older people at home – summary of main findings.

72. DECLARATIONS OF INTEREST

72.1 Councillor Elliott declared an interest in Item 74 Plans Committee minutes and 75.1, as a member of the WDDC Development Control Committee; he would take no part in any discussion on these items.

72.2 Councillors Gurzynski, Boustead and Clark declared an interest in item 73, as they serve on the same committee as one of the applicants, Mrs Stella Cook.

73. CO-OPTION

Members were in receipt of copies of the applications made by the three candidates for the current vacancy on the Council. The Mayor welcomed Mrs Cook, Mr Andrews and Mr Brock. Each candidate was invited to give a short presentation and answer questions from Members. The candidates withdrew from the meeting whilst Members voted and then returned for the result. The Mayor thanked all three candidates for attending the meeting and their interest in the vacancy.

RESOLVED: Mrs Stella Cook is elected as a Town Councillor for Sherborne West Ward.

74. COMMITTEE MINUTES

The following Minutes were received:

Plans Committee – held on 3rd November 2008

RESOLVED: The Minutes are received and adopted.

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

75. PLANS

75.1 1/D/2008/001096 / 97 Change of use of stable block for farm shop and ancillary retail sales with ancillary office and staff room. Change of use of paddock to car park. Make external alterations to building and erect condensing unit compound. Sherborne Castle, New Road.

The Town Council has no objection; as this is an edge of town development it would hope that the marketing policy adopted by Sherborne Castle Estates promotes Sherborne as a whole.

76. FINANCE AND RESOURCES

Presented by Portfolio Holder, Councillor Boustead.

76.1 Funding for Citizens Advice Bureau

Members were in receipt of a request for funding from the Citizens Advice Bureau to help cover rising rent and fuel costs.

RESOLVED: That a grant of £7,000 be awarded to assist the Citizens Advice Bureau.

76.2 Accounts Year Ended 31st March 2008 - Report from the External Auditor

The external auditor recommended an increase in fidelity insurance to protect the council against potential loss when the total funds held exceeds the insured figure, although this figure should only be exceeded for a brief time after receipt of the precept.

RESOLVED: To maintain fidelity cover at £450,000, and review at the time of the renewal of the council's insurance policy.

76.3 Staff Christmas Meal

Members considered the allowance for the Christmas staff meal, based on the numbers of staff attending.

RESOLVED: Up to £600 is made available for the staff Christmas meal.

76.4 Accounts

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

October 2008

***Signed out of Committee**

<u>CHQ NO</u>		<u>AMOUNT</u>		
*106348	Accounts & Audit Services Ltd	208.52	First inspection 2008/09	Admin
*106349	Dorset Blind Association	250.00	Grant under S137	Admin
*106350	Sherborne Area Partnership	500.00	Grant under S137	Admin
*106351	Sherborne Chamber of Trade and Commerce	3500.00	Grant under S137	Admin

<u>CHO NO</u>		<u>AMOUNT</u>		
*106352	Sherborne Good Neighbours	200.00	Grant under S137	Admin
*106353	Sherborne Town Band	1200.00	Grant under S145	Admin
*106354	AR Blaze	3885.82	Provide Fair lighting 2008	TPF
*106355	BDO Stoy Hayward LLP	2291.25	Audit fee 2007/08	Admin
*106356	Brady Corporation T/a Signs & Labels	68.02	Safety footwear	Misc
*106357	Bradford's Building Supplies Ltd	17.20	Heavy duty buckets	OS
		18.61	Gloves (for litter pick: Sherborne in Bloom)	Misc
*106358	Castle Gardens	400.12	Winter bedding plants	OS
*106359	The Company of Landscapers	675.63	Release of half retention	PG
		29.38	Rake and compact boules court	TPF
*106360	DA Services (Yeovil) Ltd	108.42	Service and reset boiler	MH
*106361	Ron Darch & Sons Co Ltd	1031.82	Fuel oil for machinery	VPM
*106362	Dorset County Council	100.26	Compensatory Added Years Service costs	TPF
*106363	Eagle Plant	528.75	Portable toilets for Fair	TPF
*106364	E.on	59.05	Quarterly gas supply	MH
*106365	Friends of Sherborne Youth Centre	250.00	Advertising on fireworks programme cover	Misc
*106366	Lee Holmes	135.06	Replace drive belts & steering knob G2160 mower	VPM
		627.98	Recondition Case tractor cylinder head	VPM
		1163.25	Supply 2 Stihl FS450 clearing saws	VPM
*106367	Lillington Plant and Construction Ltd	88.13	Remove/reinstate earth barrier for Fair	TPF
*106368	Marie Curie Cancer Care	25.00	Replace out of date cheque	Admin
*106369	Mid West Office Supplies	53.52	Stationery	Admin
*106370	Orange PCS	18.33	Monthly mobile phone costs	DH
		34.39	Monthly mobile phone costs	OS
*106371	W & S Recycling	127.95	Green waste disposal to 24.09.08	OS
		204.53	Waste from Simons Rd refurbishment	OS
*106372	Wessex Waste Disposal Ltd	180.00	Empty tanks Bungalow	TPF
*106373	Cash	159.79	Reimburse Petty Cash expenses September/October	Various
*106374	Dominic Elliott	94.99	Mayor's expenses (from funds already voted)	
106375	1st Sherborne Scout Grp	25.00	Advertisement in programme	Admin
106376	Abbey Décor	4.05	Fluorescent tube & starter	DH
		23.01	Picture hooks, fixings, copy keys	MH
		20.52	Trugs	OS
		18.10	Chain, padlock, keys	TPF
		2.51	WD40	VPM
106377	Atlas (UK) Security Services Ltd	47.00	Routine alarm tests October	MH
106378	Bill Butters Building Contractors Ltd	412.00	Supply/fit guttering to Greenhill Bus Shelter	Misc
106379	Brandon Hire plc	77.55	Hire jetter and reel	TPF
106380	Castle Forge	11.20	Supply sundry bolts	VPM
		12.00	Sharpen shears	OS
106381	Castle Gardens	19.50	Compost (winter bedding), gloves (litter) SiB	Misc
		96.37	Shrubs, corms, bark chips	PG
106382	Castle Security Services UK	633.33	Security Cover Pack Monday Fair	TPF

SHERBORNE TOWN COUNCIL

17th NOVEMBER 2008

CHO NO		AMOUNT			
106383	DA Services (Yeovil) Ltd	51.43	426.58	Service gas boiler Gainsborough	TPF
		51.43		Service gas boiler Bungalow	TPF
		27.11		Repair tap leak Gainsborough toilets	TPF
		296.61		Replace shower fittings	TPF
106384	Davenport Western Limited	9.19		Starter rope rotor	VPM
106385	Digby Hall & Library	5000.00		Second tranche of Grant 2008/09	DH
106386	HSBC Invoice Finance (UK) Ltd	177.43		Replacement litter bin	OS
106387	Mid West Office Supplies	141.54		Stationery	Admin
106388	RTC Safety Surfaces Limited	188.00		Wetpour repair resin	OS
106389	Sherborne Area Partnership	6000.00		First half 2008/09 Grant	Misc
106390	Sherborne Hire Centre	21.74	209.42	Hire lawn scarifier	Padd
		23.91		Buy glass putty, hire trailer	TPF
		102.08		Buy glass (Greenhill Bus Shelter)	Misc
		61.69		Hire generator, angle grinder	Cem
106391	Sherborne Window Cleaning Services	62.28		Routine Exterior clean	MH
106392	Sisis Equipment (Macclesfield) Ltd	585.13		Replacement tines for spiker	VPM
106393	Viridor Waste (Somerset) Limited	413.60	1045.17	Skip hire, 3 lifts October	OS
		631.57		Skip hire (2) Pack Monday Fair	TPF
106394	Westcup		24.21	Water supplied October plus deposit adjustment	MH
106395	West Dorset District Council	65.00	1024.00	Share Council Tax re Bungalow (Dec instal.)	TPF
		959.00		NNDR (Dec instal.)	MH
106396	Yeovil Town Council		20.00	Concert Tickets (Mayor's Allowance already voted)	Admin
TOTAL			£34,550.86		
DIRECT DEBITS TO BE TAKEN					
29.10.08	British Telecommunications plc	38.19	162.23	Quarterly telephone account	Cem
29.10.08		48.89		Quarterly telephone account (alarm line)	MH
29.10.08		75.15		Quarterly telephone account	TPF
29.10.08	Fuel Network Limited	225.34	296.90	BP fuel card to 20.10.08	VPM
05.11.08		71.56		BP fuel card to 27.10.08	VPM
10.11.08	Norwich Union	852.74	1091.90	Commercial Combined, 08/09 8th instalment	Admin
11.11.08		239.16		Motor vehicle, 08/09 8th instalment	VPM
St Order 1st mnthly	West Country Vending		12.47	Water cooler rental	MH
TOTAL			£1,563.50		
WAGES IMPREST ACCOUNT					
*Internet	Net Salaries	17734.38		Net salaries payable 25th October 08	
*100849	HM Revenue & Customs	5734.93		PAYE due M7 October 08	
*100850	Dorset County Council	4087.97		Pension contributions October 08	
*100851	T&GWU	9.97		Union subscriptions October 08	
*100852	Unison	15.81		Union subscriptions October 08	
TOTAL			£27,583.06		
DIGBY HALL & LIBRARY					
*100407	Accounts & Audit Services Ltd	175.50		Audit 2007/08	
*100408	Abel Alarm Company Limited	118.68		Reset fire alarm	
*100409	Britannia catering sales Ltd	12.58		Softener salt, plastic jug	

*100410	DA Services (Yeovil) Ltd	127.47	Service gas boilers
*100411	Sherborne Voluntary Ambulance	88.30	Deposit refund (Sales ledger)
100412	DA Services (Yeovil) Ltd	188.00	Label control panel to air conditionng
		1659.61	Fit override switch between heating and air con.
100413	PHS Group plc	376.85	Quarterly hygiene service
100414	Sherborne Town Council	2504.74	Monthly expenses rechargeable
100415	Sherborne Window Cleaning Services	173.90	Routine interior & exterior clean
TOTAL		£5,425.63	
DIRECT DEBITS TO BE TAKEN			
10.11.08	Norwich Union	163.72	Commercial combined (instalment 5 of 9)
TOTAL		£163.72	

RESOLVED: That payment of the accounts as listed is confirmed:
£34,550.86 and Direct Debits amounting to £1,563.50 from the Current Account .
£27,583.06 from the Wages Imprest Account.
£5,425.63 and Direct Debits amounting to £163.72 from the Digby Hall and Library
Account.

76.5 Bank Balances

Balances at Bank and In Hand **As at 31st October 2008**

Sherborne Town Council

Petty Cash Account	350.00		
Wages Imprest	500.00		
Current Account	500.00		
Business Money Manager Account	47,800.61		
Money Market Deposits			
<i>Principal</i>	<i>Rate</i>	<i>Maturing</i>	
£120,000.00	4.74%	11.11.08	
£230,000.00	3.40%	11.11.08	£350,000.00
Total Town Council Accounts			£399,150.61

Digby Hall & Library

Current Account	510.69
Business Money Manager Account	5,500.00
Total Digby Hall Accounts	£6,010.69

77. DORSET AONB PARTNERSHIP MANAGEMENT PLAN 2009-2014

Councillor Smith studied the above consultation document on behalf of the Council. She considered that the approach taken by the partnership was too insular and has commented accordingly, highlighting that access from outside the AONB is as important as access within it and that the principles of AONB management should be applied equally to landscapes outside the AONB. Attention was drawn to the role of the butterfly as an indicator in changes in biodiversity, and the role of the bee and the need to protect the species. Cllr Clark commented on the importance of bees and beekeepers and requested this be added to Cllr Smith's comments.

RESOLVED: To return the consultation as prepared by Councillor Smith with an additional reference to the role of bees and beekeepers.

78. CONSULTATION DOCUMENTS

Members were provided with a list of current consultation documents from various local government departments, with information on how to access them, and invited to comment as they wished.

The meeting closed at 8.30 pm.

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Town Mayor