

SHERBORNE TOWN COUNCIL

At the monthly meeting of the SHERBORNE TOWN COUNCIL held at The Manor House, Sherborne, on **MONDAY 20th APRIL 2009** at 7 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
Messrs K Batten, V Clark

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

The Annual Parish Meeting had taken place at 6.30 pm during which questions and comments were welcomed from the general public and Constable Roberts updated members on police matters.

123. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Cook, Clayton and Waldron.

124. MINUTES

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

125. MAYOR'S ANNOUNCEMENTS

125.1. Agenda

The following Agenda has been received:-

125.1.1 DAPTC Town and Larger Councils, Friday 24th April, Blandford.

125.2 Minutes

The following Minutes have been received:

125.2.1 DAPTC Towns and Larger Councils held on 23rd January 2009.

125.2.2 DorBAG Meeting held on 27th March 2009.

125.3 Publications

The Clerk has copies of the following:

125.3.1 Dorset Local Access Forum, sixth Annual Report 2007/2008.

125.3.2 WDDC 'Plan it' Newsletter on Planning and Environmental issues.

125.3.3 Devonshire and Dorset Regimental Association Newsletter No. 2, 2008.

125.4 Trees

125.4.1 **CA/09/00066** Consent granted to fell 1 No. Beech tree (T79) and fell 1 No. Lime tree (T90) and to remove 2.5m off Leylandii hedge at Sherborne School for Girls, Bradford Road.

126. DECLARATIONS OF INTEREST

126.1 Councillor Elliott declared an interest in Item 127, Plans Committee minutes, as a member of the WDDC Development Control Committee; he would take no part in any discussion on these items.

127. COMMITTEE MINUTES

The following Minutes were received:

Plans Committee – held on 6th April 2009

127.1 Item 7, Page 125 – Planning Obligation Guidelines

It was agreed to postpone this matter until the next Plans Meeting, giving Members further time to consider the proposals.

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

On the proposition of Councillor Greene and seconded by Councillor Batten

128. FINANCE AND RESOURCES

Presented by Portfolio Holder, Councillor Boustead.

128.1 Accounts

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

March 2009

***Signed out of Committee**

| CHEQUE NO. | | AMOUNT | | |
|------------|--|--------|--|-----------|
| *106559 | Post Office Ltd | 185.00 | Tax for Vauxhall Van | VPM |
| *106560 | Mayor's Charity (Weymouth & Pt BC) | | £15 for tickets (cheque returned and cancelled) | Admin |
| *106561 | West Dorset District Council | 85.00 | Planning Application Fee – Community Arts Facility | Misc |
| *106562 | Abbey Décor | 43.62 | Decorating Materials, Batteries etc | OS/DH/TPF |
| *106563 | Abel Alarm Company Ltd | 169.05 | Upgrade Fire Alarm | MH |
| *106564 | A R Blaze | 552.00 | Install Emergency Lighting | TPF |
| | | 718.75 | Remedial Work Following Water Leak | TPF |
| *106565 | Atlas (UK) Security Services Ltd | 69.00 | Testing Alarms | MH |
| *106566 | Avoncrop Amenity Products | 389.23 | 30 Ltrs Award Cleanmax Moss Killer for Car Parks etc | OS |
| *106567 | Banbury Trailer & Towing | 32.37 | Wheels for Cricket Sight Screen | TPF |
| *106568 | Bradford Building Supplies Ltd. | 53.27 | Wood & Bolts | OS |
| | | 203.78 | Sand for Fair Cable Trench | TPF |
| *106569 | Brewers Garage Ltd | 57.25 | MOT Vauxhall Van | VPM |
| *106570 | Britannia Catering Sales Ltd | 43.12 | Plastic Cups | MH |
| *106571 | Cumbria Clock Company Ltd | 264.50 | Service Abbey Clock | Misc |
| *106572 | D A Services Ltd | 37.39 | Cap Off Water Supply Pageant Gardens | OS |
| *106573 | Davenport Western Ltd | 349.09 | Servicing Groundsmens' Tools | VPM |
| *106574 | Dorset Association of Cricket Groundsmen | 150.00 | Grass Seed | TPF |
| *106575 | G L Jones Playgrounds Ltd | 228.71 | Bearings to Repair Play Equipment | OS |
| *106576 | King UK Limited | 41.24 | Cleaning Materials | MH |
| *106577 | Midwest Office | 96.75 | Stationery | Admin |
| | | 226.76 | Toners for Printer | Admin |
| *106578 | Mole Valley Farmers Ltd | 13.17 | Paint for Play Equipment | OS |
| *106579 | Nildram Ltd | 15.65 | Monthly broadband service Mar/Apr 09 | Admin |
| *106580 | Ocean Rainwear Ltd | 104.44 | New Outdoor Clothing for Outside Staff | OS |
| *106581 | Orange PCS | 34.86 | Monthly mobile phone costs | DH |
| | | 33.64 | Monthly mobile phone costs | OS |
| *106582 | Post Office Ltd | 180.00 | Tax for Toyota Van | VPM |
| *106583 | Royal Signals Museum Fund | 30.00 | 2 Tickets Concert for Mayor | Admin |
| *106584 | South West in Bloom | 40.00 | Entry to South West in Bloom | Misc |
| *106585 | Viridor Waste (Somerset) | 272.83 | Skip March (2 lifts) | OS |
| *106586 | W & S Recycling Services | 235.98 | Green Waste - Mar 09 | OS |

| CHEQUE NO. | | AMOUNT | | | |
|----------------------------------|---|-------------------|-----------|--|---------|
| *106587 | Bristol and Wessex | 7.82 | | Water - Half Year Bristol Road Allotments | Allot |
| | Billing Services Ltd | 22.42 | | Water - Half Year Harbour Rd & McCreery Rd Allot | Allot |
| | | 213.78 | 244.02 | Water - Half Year Pageant Gardens | OS |
| *106588 | West Country Vending Service | | 23.93 | Water Bottles & Deposit | MH |
| *106589 | West Dorset District Council | 1,009.75 | 1,496.52 | NNDR Manor House (1 of 10) | MH |
| | | 436.00 | | NNDR Cemetery (1 of 2) | Cem |
| | | 50.77 | | Half Share Bungalow C/Tax (1 of 10) | TPF |
| *106590 | Wingfield Digby Settled Estates | | 5.00 | Fair Rights for 1 year | TPF |
| *106591 | Cash | | 214.04 | Reimburse petty cash | Per Inv |
| 106592 | OCS Group UK Limited | | 57.41 | Annual Contract Hygiene Units | MH |
| 106593 | Castle Gardens | | 174.75 | Trees for The Quarr | OS |
| 106594 | DAPTC | | 973.46 | Annual Subscription 2009/10 | Admin |
| 106595 | Dorset County Council | | 113.33 | Compensatory Added Years Service costs | Admin |
| 106596 | E.ON | | 1,693.04 | Gas Manor House Quarter Bill | MH |
| 106597 | Konica Minolta Business UK Ltd | | 127.75 | Quarterly flat rate copier charges | Admin |
| 106598 | Magic Mobility Ltd | | 98.33 | Repairs to Lift | MH |
| 106599 | Rigby Taylor Ltd | | 111.85 | Fertiliser | TPF |
| 106600 | Sherborne Area Partnership | | 5,500.00 | Grant (1st Instalment) | Misc |
| 106601 | Sherborne Hire & Glass Centre | | 336.95 | Hire of Digger for Fair Cable Trench | TPF |
| 106602 | ShopatEase Ltd | | 29.90 | Lightweight Vacuum Cleaner | MH |
| 106603 | Bristol and Wessex Billing Services Ltd | 33.95 | 71.10 | Water Half Year Westbridge Park Allotments | Allot |
| | | 37.15 | | Water Half Year Cemetery | Cem |
| Total | | £16,156.73 | | | |
| DIRECT DEBITS TO BE TAKEN | | | | | |
| 16.04.09 | BT | | 526.53 | Quarterly account Main Service | Admin |
| 25.03.09 | Fuel Network Ltd | 48.28 | 300.00 | BP Fuel card | VPM |
| 25.03.09 | | 36.49 | | BP Fuel card | VPM |
| 01.04.09 | | 67.92 | | BP Fuel card | VPM |
| 08.04.09 | | 147.31 | | BP Fuel card | |
| 15.04.09 | Norwich Union | | 236.86 | Motor vehicle, 09/10 1st instalment | VPM |
| 26.03.09 | Southern Electric | 62.60 | 2,298.07 | Electricity Abbey Close | OS |
| 26.03.09 | | 23.04 | | Electricity Chapel | Cem |
| 26.03.09 | | 186.43 | | Electricity Workshop | Cem |
| 26.03.09 | | 1,959.85 | | Electricity Manor House | MH |
| 26.03.09 | | 43.96 | | Electricity Pageant Gardens | OS |
| 26.03.09 | | 22.19 | | Electricity Paddock Gardens | OS |
| 01.04.09 | West Country Vending (Standing Order) | | 12.21 | Water cooler rental April | MH |
| Total | | £3,373.67 | | | |
| WAGES IMPREST ACCOUNT | | | | | |
| *Internet | Net Salaries | | 20,521.63 | Net salaries payable 26th March 09 | |
| *100873 | HM Revenue & Customs | | 6,875.94 | PAYE due M10 March 09 | |
| *100874 | Dorset County Council | | 5,193.42 | Pension contributions March 09 | |
| *100875 | T&GWU | | 9.97 | Union subscriptions March 09 | |
| *100876 | Unison | | 15.81 | Union subscriptions March 09 | |
| Total | | £32,616.77 | | | |

| CHEQUE NO. | | AMOUNT | |
|---------------------------------|-------------------------------|------------------|-------------------------------|
| DIGBY HALL & LIBRARY | | | |
| *100444 | British Gas Business | 860.31 | Monthly Bill Feb 09 |
| *100445 | D A Services (Yeovil) Ltd | 27.61 | Attend & Check Water Meter |
| *100446 | Dodge & Son Interiors Ltd | 16.80 | Curtain Track Brackets |
| *100447 | King UK Limited | 129.40 | Cleaning Materials |
| *100448 | Mrs P Woods | 20.25 | Refund Overcharge |
| 100449 | Dodge & Son Interiors Ltd | 59.47 | Pulleys for Curtains |
| 100450 | Performing Rights Society Ltd | 333.43 | Annual Licence for Music |
| 100451 | Christopher Phillips | 102.35 | Repairs to Roof |
| 100452 | Sherborne Town Council | 3,504.19 | Monthly rechargeable expenses |
| Total | | £5,053.81 | |

RESOLVED: That payment of the accounts as listed is confirmed:
£16,156.73 and Direct Debits amounting to £3,373.67 from the Current Account.
£32,616.77 from the Wages Imprest Account.
£5,053.81 from the Digby Hall and Library Account.

128.2 Bank Balances

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

Sherborne Town Council

| | | |
|------------------------------------|-------------|--------------------|
| Petty Cash Account | | 135.96 |
| Wages Imprest | | -11,595.14 |
| Current Account | | 500.00 |
| Business Money Manager Account | | 94,499.08 |
| Money Market Deposits | | |
| <i>Principal</i> | <i>Rate</i> | <i>Maturing</i> |
| £150,000.00 | 0.70% | 11.05.09 |
| | | 150,000.00 |
| Total Town Council Accounts | | £233,539.90 |

Digby Hall & Library

| | |
|----------------------------------|-------------------|
| Treasurer Account | 921.54 |
| Business Money Manager Account | 11,250.00 |
| Total Digby Hall Accounts | £12,171.54 |

129. HEDGES OVERGROWING FOOTWAYS AND ROADWAYS

Members were in receipt of a letter from the Dorset County Council requesting assistance with the control of overgrown hedges over footways and roadways; it asked that the Town Council take over responsibility and make the initial request to the homeowner to cut back the offending tree or hedge. After discussion it was agreed that the Town Council did not wish to take responsibility for this, and that it should remain with the County Council. If a person approached the Town Council to report an overgrown hedge, the Town Council will

report this to DCC, who will in turn deal with the matter; a supply of information leaflets is to be requested.

RESOLVED: To advise Dorset County Council that the Town Council is not prepared to take on the responsibility for dealing with overgrown hedges and trees.

130. FRENCH MARKET

The Sherborne Chamber of Trade is seeking the support of the Town Council to its proposal to hold a French Market in the town on Sunday 31st May, the stalls would extend down from the top of Cheap Street on the right hand side (looking down the hill) for approximately 80 metres. This would mean that access within Cheap Street will be restricted, but the road will remain open. Members considered it necessary that the emergency services are approached to ascertain the minimum width for access for their vehicles, and that all residents of Cheap Street are notified as well as the businesses.

RESOLVED: To support the proposed French Market subject to the confirmation of the above two provisions.

131. SUSTAINABLE COMMUNITIES ACT 2007

The Sherborne Area Partnership is seeking support for its proposal under the above Act. The proposal is that Planning Policy Statement PPS 3: Housing (published November 2006), which currently allows for exception sites for affordable housing in settlements of 3,000 or less, is extended to cover market towns such as Sherborne. The proposal is based on a housing needs survey carried out by the Partnership in 2006 which highlights the lack of affordable housing within the town. There was considerable discussion on the proposal and the need for such housing, followed by a vote.

RESOLVED: The Town Council support the proposal being submitted by the Sherborne Area Partnership.

132. SEALING OF DOCUMENT

Sherborne Tennis Club, Deed of Variation of Lease; this is to incorporate an additional area of land, previously the children’s play area, which now forms the Kidzone tennis courts. All terms and conditions of the original Lease apply to the Variation.

RESOLVED: The Deed of Variation is agreed and the document is sealed.

The meeting closed at 8.20 pm

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Town Mayor