

SHERBORNE TOWN COUNCIL

At the monthly meeting of the SHERBORNE TOWN COUNCIL held at The Manor House, Sherborne, on MONDAY 20th October 2008 at 7 pm

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

Mesdames S Greene, D Gurzynski, J Smith and M Snowden
Messrs K Batten, V Clark, 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 PCSO Kate James updated members on police matters.

59. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Pike and Waldron.

60. MINUTES

The Minutes of the meeting held on 15th September, 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.

61. MAYOR'S ANNOUNCEMENTS

61.1 Agendas

The following Agenda has been received:

61.1.1. The Dorset Broadcasting Action Group Executive Committee Meeting to be held on Friday 21st November at 7.00. pm in the Magistrates Room Corn Exchange.

61.2 Minutes

The following Minutes have been received:

61.2.1. Dorset Association of Parish and Town Councils Minutes of Central Area Committee held on Tuesday 8th July 2008.

61.2.2. Sherborne Transport Action Group held on Thursday 18th September 2008.

61.3 Trees

The Clerk has copies of the following:

61.3.1. Tree Preservation Order 792 (T.1 and T.2) Application No. TP/08/00233
At 32 Richmond Road. To remove branches of 1 No. Beech tree (T.1) overhanging neighbouring roof; and to prune back branches of 1 No. Copper Beech tree (T.2) to improve clearance over the road/round BT cables.
Consent granted.

61.3.2. Trees in Sherborne Conservation Area CA/08/00239
To reduce and reshape 8 trees at Fortunes Fold, Long Street.
Consent granted.

61.3.3. Trees in Sherborne Conservation Area CA/08/00248

To fell 2 No. Sycamore trees and 1 No. Horse Chestnut tree at Westbury Cottage.
Consent granted.

62. DECLARATIONS OF INTEREST

62.1 Councillor Elliott declared an interest in Item 63, Plans Committee minutes, as a member of the WDDC Development Control Committee; he would take no part in any discussion on this item.

62.2 Councillor Greene declared an interest in Item 64.1, Grant Application, as she is a member of the Sherborne Community Church.

63. COMMITTEE MINUTES

The following Minutes were received:

Plans Committee – held on 6th October 2008.

63.1 Item 10 – page 54

Draft Regional Spatial Strategy for the South West

(Also item No. 58, page 49)

At the request of the Chairman various additions and alterations to the comments previously discussed were agreed. These reinforced and strengthened the previous comments; a copy will be kept on file and the Government Office for the South West notified.

RESOLVED: Subject to the foregoing, the Minutes are received and adopted.

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

64. FINANCE AND RESOURCES

Presented by Portfolio Holder, Councillor Boustead.

64.1 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.

Sherborne Science Café – purchase digital projector	Pledge £250
Sherborne Good Neighbours – volunteer support scheme	£200
Sherborne Town Band – Refurbish band room	£1,200
Dorset Blind Association – general funding	£250
Sherborne Community Church - Portacabin	Pledge £1,000 (for internal fittings)
Sherborne Area Partnership – walk/cycle leaflets	£500
Anderton and Rowland – 2008 Fireworks	£300
Sherborne House Arts – RAISE 2009	Pledge £1,000
Sherborne Youth Centre 2008 Firework display	Underwrite £1,000
Chamber of Trade Christmas Promotion	£3,500

RESOLVED: That grants are awarded as detailed above.

64.2 Accounts Year Ended 31st March 2009

64.2.1 Budget/Actual Comparison Half Year to 30th September 2008

Members receive a copy of the Budget/actual comparisons for the six months ended September 2008. Councillor Boustead advised members there were no major variations.

RESOLVED: The report is received and adopted.

64.2.2 To receive a report from the Internal Auditor

The points raised on the internal audit, together with the agreed action were noted. Councillor Boustead advised they were very minor points with no issues of any significance.

RESOLVED: The report is received and the action agreed.

64.3 Digby Hall and Library – Accounts Year Ended 31st March 2008

64.3.1 To approve and sign the Annual Accounts

Members had received a copy of the Accounts and supporting statements. Councillor Boustead explained the figures.

RESOLVED: The Accounts are approved for signature.

64.3.2 To approve and sign the Annual Return and Report

A copy of the Annual Return and Report had been provided to all members prior to the meeting.

RESOLVED: The Annual Return and Report is approved for signature.

64.3.3 To receive a report from the Internal Auditor

The points raised on the internal audit together with the agreed action were noted.

RESOLVED: The report is received and the action agreed.

64.4 Accounts

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

September 2008			*Signed out of Committee	
CHQ NO		AMOUNT		
*106293	Konica Minolta Business Solutions UK Limited	26.94	Copy costs 10.01 to 09.04.08 not prev. received	Admin
*106294	Nildram	15.99	Monthly broadband fee	Admin
*106295	Westaff (UK) Ltd	96.07	Manor House caretaking to 14.09.08	MH
*106296	Swanage Town Council - Mayor's Charity	16.00	Concert Tickets (Mayor's Allowance already voted)	Admin
*106297	Sherborne Photographic	53.97	Frame, mount & label	Admin
*106298	MT Boustead	99.20	Mileage, donation (Mayor's Allowance already voted)	Admin
*106299	Gillian Gunner	168.27	South West in Bloom presentation expenses	Misc
*106300	Caroline Rowland	41.40	South West in Bloom presentation expenses	Misc
*106301	Valerie Todd	206.45	South West in Bloom presentation expenses	Misc
*106302	Sally Westlotorn	198.70	South West in Bloom presentation expenses	Misc
*106303	Mole Valley Farmers Ltd	32.00	Safety boots	Misc
		19.35	Rat bait, bait boxes	OS
*106304	JF Roberts	56.94	Repair organ	Cem
*106305	Playdale Playgrounds Ltd	11095.53	Equipment supplied to Simons Road	OS
*106306	PJ Hill	510.00	Hours spent property management	Admin
106307	Abbey Décor	7.20	Keys cut	MH
106308	Abel Alarm Company Ltd	111.63	Attend re intruder alarm	MH
106309	ATS Euromaster Ltd	71.68	Tyre, inner tube, gaiter Kubota tractor	VPM
106310	AR Blaze	88.13	Portable appliance testing	Cem
		191.67	Spare tubes, starters; portable appliance testing	MH
		176.43	Repl.circuit breakers car pk lighting; pa testing	TPF
		456.23		
106311	Bradford's Building Supplies Ltd	37.87	Putty knife, hinges, filler, linseed oil, etc	WH
		30.47	Chain, padlock for electric output box	PG
		38.45	Postmix/Postfix	Cem
		106.79		
106312	Brady Corp . Ltd, T/a Signs & Labels	55.99	High viz waterproof coat	Misc
		206.06	Stanchions & warning signs (2 off)	OS
		262.05		
106313	Brady Corp. Ltd	108.04	Fuel can 5 litre 2 off	VPM

106314	Brewers Garage Ltd	145.49	231.27	Repairs to van	VPM
		85.78		Replacement tyre VW tipper	VPM
106315	British Legion Poppy Appeal		98.00	Donation re wreaths and crosses	Admin
106316	Castle Gardens	15.30	2650.82	Tree stakes for Quarr	OS
		2635.52		Planting Sherborne-in Bloom	Misc
106317	The Company of Landscapers		211.50	Move seats	PG
106318	The Consortium		79.16	Toilet rolls, liquid soap	TPF
106319	Cornwall & Devon Media Limited		88.01	Fair advertisement	TPF-Fair
106320	Davenport Western Limited	20.00	76.49	Two-stroke oil	VPM
		56.49		Loppers, strimmer line	OS
106321	Digby Hall & Library		27.00	TAG room hire (from grant already voted)	Admin
106322	Dorset County Council		100.26	Compensatory Added Years Service costs	Admin
106323	Evans Bros		411.25	Mow and bale grass	OS Quarr
106324	Folke Golf Centre		235.00	Hire of spiker	Padd
106325	Gilyard Scarth		587.50	Property valuation fee	Admin
106326	GL Jones Playgrounds Ltd	133.63	275.16	Replacement swing clamps, bolts (Simons Rd)	OS
		141.53		Replacement roundabout bearing (Midleaze)	OS
106327	King UK Limited	76.13	164.78	Cleaning materials	MH
		75.47		Cleaning materials	OS
		13.18		Cleaning materials	TPF
106328	Konica Minolta Business Solutions UK Limited		182.23	Quarterly copier charge to Jan 09, copies to 09.10	Admin
106329	Lee Holmes		596.75	Wheel assembly solid tyre x 2 Wessex mower	VPM
106330	Lillington Plant & Construction Limited		57.58	Remove bales from The Quarr	OS Quarr
106331	Mid West Office Supplies		28.71	Stationery	Admin
106332	Nildram		15.99	Broadband Service month to 11.11.08	Admin
106333	Frontier Agriculture Ltd		1020.38	Sprayer, weedkiller, cleaner	OS
106334	Orange PCS	17.62	50.76	Monthly mobile phone costs	DH
		33.14		Monthly mobile phone costs	OS
106335	PHS Group plc		58.69	Hygiene Service	TPF
106336	Playdale Playgrounds Ltd		19896.29	Simons Road Play Area improvement	OS
106337	Screwfix Direct		41.98	County soil rake, detail sander	OS
106338	Shelleys the Printers		996.00	3000 copies Town Guide	Misc
106339	Sherborne Hire Centre	78.28	127.04	8.8mm laminated glass (Greenhill BS)	Misc - BS
		48.76		Hire air compressor & gun	OS
106340	Sherborne Turf Ltd		189.90	Lawn fertiliser, top dressing	Padd
106341	Viridor Waste (Somerset) Ltd		557.24	Two skip lifts August, two September	OS
106342	W & S Recycling		41.01	Green waste disposal 29.08.08	OS
106343	Bristol Wessex Billing Services Ltd	267.91	1584.17	Half yearly supply Allotments	Allots
		59.53		Half yearly supply to 11.09.08	Cem
		253.27		Half yearly supply to 02.09.08	MH
		13.28		Half yearly supply to 02.09.08	Padd
		570.03		Half yearly supply to 08.09.08	PG
		420.15		Half yearly supply to 29.08.08	TPF
106344	West Dorset District Council	1617.00	3057.00	Entry in tourism leaflet (balance)	Misc
		65.00		Share Council Tax re Bungalow (Nov instal.)	TPF
		416.00		NNDR 2nd half year 08/09	Cem
		959.00		NNDR (Nov instal.)	MH

106345	Westcup		20.39	Water supplied September plus deposit adjustment	MH
106346	Westree Company		242.34	Hire of cherry picker re Cheap St flags	OS
106347	YHC Hire Services Ltd		55.23	Hire of Bendford TV800 vibrating roller (Sep)	TPF
Total			£47,816.31		
DIRECT DEBITS TO BE TAKEN					
16.10.08	British Telecom Ltd		432.99	Quarterly telephone account	Admin
17.09.08	Fuel Network	140.20		BP fuel card to 09.09.08	VPM
24.09.08	Limited	56.85		BP fuel card to 16.09.08	VPM
01.10.08		70.01		BP fuel card to 23.09.08	VPM
15.10.08		167.40	434.46	BP fuel card to 02.10.08	
10.10.08	Norwich Union	852.74		Commercial Combined, 08/09 7th instalment	Admin
10.10.08		239.25	1091.99	Motor vehicle, 08/09 7th instalment	VPM
11.10.08	Southern Electric	55.79		Unmetered supply for quarter	Abb Cl
22.09.08		63.69		Quarterly supply to Chapel and Workshop	Cem
22.09.08		1267.09		Quarterly supply	MH
22.09.08		17.53		Quarterly supply	Padd
22.09.08		54.38		Quarterly supply	PG
22.09.08		163.50	1621.98	Quarterly supply to Workshop, Gainsboro', Ch Rms	TPF
St Order 1st mnthly	West Country Vending		12.47	Water cooler rental	MH
Total			£3,593.89		
WAGES IMPREST ACCOUNT					
*Internet	Net Salaries		18599.07	Net salaries payable 26th September 08	
*100845	HM Revenue & Customs		5484.28	PAYE due M6 September 08	
*100846	Dorset County Council		4135.93	Pension contributions September 08	
*100847	T&GWU		9.97	Union subscriptions September 08	
*100848	Unison		16.30	Union subscriptions September 08	
Total			£28,245.55		
DIGBY HALL & LIBRARY					
*100394	Arrow Electrical		98.00	Service dishwasher	
100395	Arrow Electrical		213.00	Supply and fit water softener	
100396	AR Blaze		66.09	Portable appliance testing	
100397	britannia catering sales ltd		34.35	Dishwash, rinse aid	
100398	British Gas Business		124.89	Quarterly supply charge	
100399	DA Services (Yeovil) Ltd		51.47	Repair water heater in workshop	
100400	Dorset County Council		75.00	Sales ledger refund 2007/08	
100401	esp audio		222.92	Replace speaker diaphragms, sound limiter	
100402	King UK Limited		121.14	Cleaning materials	
100403	EB Marsh & Son Ltd		10.15	Descaler	
100404	PHS Group plc		58.69	Hygiene Service	
100405	Sherborne Town Council	2077.57	3357.57	Monthly expenses rechargeable	
		1250.00		Quarterly management fee	
		30.00		Forward sales receipt to wrong account	
100406	Bristol Wessex Billing Services Ltd		866.94	Half yearly supply charge	
Total			£5,300.21		

DIRECT DEBITS TO BE TAKEN				
10.10.08	Norwich Union		163.72	Commercial combined (instalment 4 of 9)
Total			£163.72	

RESOLVED: That payment of the accounts as listed is confirmed:
£47,816.31 and Direct Debits amounting to £3,593.89 from the Current Account .
£28,245.55 from the Wages Imprest Account.
£5,300.21 and Direct Debits amounting to £163.72 from the Digby Hall and Library Account.

64.5 Bank Balances

Balances at Bank and In Hand

As at 30th September 2008

Sherborne Town Council

Petty Cash Account		350.00
Wages Imprest		500.00
Current Account		500.00
Business Money Manager Account		54,806.64
Money Market Deposits		

<i>Principal</i>	<i>Rate</i>	<i>Maturing</i>
£120,000.00	4.74%	11.11.08

£80,000.00	4.16%	13.10.08	
£201,250.00	3.90%	13.10.08	£401,250.00

Total Town Council Accounts £457,406.64

Digby Hall & Library

Current Account		1,250.85
Business Money Manager Account		5,000.00

Total Digby Hall Accounts £6,250.85

The Town Clerk and the Finance Officer had prepared an investment risk assessment which assured Members of the security of the council's funds.

65. SHERBORNE HOUSE

Following reports in the local media regarding the proposed sale of Sherborne House it was suggested that further information be sought from both Dorset County Council and the preferred bidder, Redcliffe Homes Limited, on the proposals for the future of Sherborne House.

RESOLVED: To ask for a meeting with Dorset County Council and representatives from Redcliffe Homes Limited.

66. COMMUNITY ARTS FACILITY

Members were handed a copy of a Press Release prepared by Councillor Boustead regarding the proposal for a new community arts facility in Sherborne. A business plan based on the needs of organisations in and close to the town has been prepared proving a need for such a facility. Both Dorset County Council and West Dorset District Council support the project and local business people are now involved. Further meetings will take place and a fund raising Committee formed.

RESOLVED: To approve the release of the Press Statement.

67. RESIDENTS PARKING

Councillor Gurzynski reported to members the results of the recent consultation on residents parking in Sherborne. Three of the four areas consulted: Newlands, Long Street and North Road did not meet the criteria specified for the scheme to progress, so it will not be pursued in these roads. South Street did meet the criteria and Dorset County Council will now take the proposal to Primary Consultation inviting support or objections. Councillor Gurzynski assured members that the flow of traffic in South Street will not be impeded as the parking will be in the area near the station and part of Digby Road.

RESOLVED: To support the proposal for residents parking for South Street.

68. DORSET AONB PARTNERSHIP MANAGEMENT PLAN 2009 - 2014

Councillor Smith agreed to study the AONB management proposals and report to the next Town Council meeting.

RESOLVED: Councillor Smith to consider the document on behalf of the Council and report back with comments.

The meeting closed at 8.30 pm.

.....
Town Mayor