

SHERBORNE TOWN COUNCIL

At the monthly meeting of the SHERBORNE TOWN COUNCIL held at The Manor House, Sherborne, on MONDAY 21st July 2008 at 7.00 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 and V Clark

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 CPSO Moore updated members on police matters.

29. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Clayton and Waldron

30. MINUTES

The Minutes the meeting held on 16th June 2008, having been circulated to the Members prior to the meeting, was taken as read, approved as a correct record and signed by the Town Mayor.

31. MAYOR'S ANNOUNCEMENTS

31.1 Agendas

The following Agenda has been received:

31.1.3 DAPTC – Town and Larger Councils meeting to be held on Friday 25th July at 10.00 am in Ferndown.

31.2 Minutes

The following minutes have been received:

31.2.2 DAPTC Central Area Committee, held on 15th April 2008.

31.2.3 DAPTC Town and Larger Parish Councils held on 6th June 2008.

31.3 Publications

The Clerk has copies of the following:

31.3.1 Magna Messenger Summer 2008 edition.

31.3.2 Gryphon School Newsletter, Summer Term 2008.

31.3.3 Extract from Blackmore Vale Magazine reporting on South West Trains intention to reduce opening hours of ticket offices at various stations, including Sherborne.

31.3.4 Sherborne Douzelage Newsletter June 2008.

31.4 Trees

31.4.1 WDDC – formal notice of Tree Preservation Order 2008, No. 888 relating to land to the rear of St Patricks, St Andrews, St Edmunds, and St Georges in Westbury.

31.4.2 WDDC – Tree Preservation Number 700 (A.1) at Devan Haye, North Road. Permission granted to remove large over extended twin limb of 1 No. Holm Oak tree.

31.4.3 WDDC – Authorisation to fell 1 No. Western Red Cedar at Hampden House, St Swithins Road.

31.5 **Ironman** – Invitation to a meeting of Parish Councils on Thursday 24th July at 6.00 pm at the Sherborne Hotel.

31.6 **Casual Vacancy Sherborne Town Council West Ward.** Following the statutory 14 day notice period it has been confirmed that no request for a formal election has been received and so the vacancy will be filled by co-option in due course.

32. DECLARATIONS OF INTEREST

32.1 Councillor Elliott declared an interest in Item 33, Plans Committee minutes, as a member of the WDDC Development Control Committee; he would take no part in any discussion on this item.

It was agreed to vary the order of the agenda and deal with Graffiti Cleaning before Committee Minutes.

33. GRAFFITI CLEANING

It was agreed to suspend Standing Orders to allow Ms Jones to speak:-.

Ms J A Jones of the Dorset Probation Service gave a presentation on a graffiti cleaning scheme being run in Weymouth. The “Weymouth Wipe-out Scheme” involves groups of eight to ten young people on community service orders being given unpaid compulsory employment removing graffiti in Weymouth. The scheme is run in conjunction with the Police Safer Neighbourhood Team, the local council and the Probation Service. The group is fully supervised by a Community Service Officer throughout, and removes graffiti with specialist materials or re-paints over it. A charge of £45 per day is made for the officer and transportation and Weymouth has purchased its own specialist equipment, which may be available for hire. Ms Jones will obtain further information if the Council is interested.

Standing Orders were reinstated.

RESOLVED: To approve a similar graffiti removal scheme to be operated in Sherborne and await further information.

34. COMMITTEE MINUTES

The following Minutes were received:

Plans Committee – held on 7th July 2008.

RESOLVED: The Minutes are received and adopted.

On the proposition of Councillor Greene and seconded by Councillor Batten

35. FINANCE AND RESOURCES

Presented by Portfolio Holder, Councillor Boustead.

35.1 Accounts Year Ended 31st March 2008

35.1.1 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.

35.1.2 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 including Section 2, the Annual Governance statement.

RESOLVED: The Annual Return is approved and signed.

35.1.3 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 observed that no issues of any significance were reported.

RESOLVED: The report is received and the action agreed.

35.2 Accounts Year Ended 31st March 2009

A copy of the Budget/Actual Comparison – quarter to 30th June 2008 had been provided to all members prior to the meeting. Councillor Boustead advised members there were no major variations.

RESOLVED: The report is received and adopted.

35.3 Accounts

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

June 2008

***Signed out of Committee**

<u>CHQ NO</u>			<u>AMOUNT</u>		
*106169	The Photo Album Company Ltd		175.40	Fridge magnets, paperweights - Sherborne in Bloom	Misc
*106170	Sherborne Hire Centre	48.18	112.81	Compressor, breaker	OS
		64.63		Pressure washer (2 hires)	TPF
*106171	Gillingham TC Mayor Charity Ac		20.00	Mayor's expenses (already voted)	Admin

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*106172	Nildram	15.99	Monthly broadband connection fee	Admin	
*106173	Kings Stag Garage	66.38	Hire ride-on mower 2 days	VPM	
*106174	Mole Valley Farmers Ltd	59.39	High viz jacket, safety footwear	Misc	
*106175	Cash	119.58	June Petty Cash reimbursement	Per Inv	
*106176	Westaff (UK) Ltd	82.34	Temporary caretaker w/e 29.06.08	MH	
*106177	Westaff (UK) Ltd	219.58	Temporary caretaker w/e 06.07.08	MH	
*106178	Ironman UK	3,500.00	Section 145 grant	Admin	
*106179	Sherborne Douzelage	240.00	Section 137 grant	Admin	
*106180	Sherborne Area Youth & Community Centre	1,000.00	Section 137 grant	Admin	
*106181	Victim Support Dorset	100.00	Section 137 grant	Admin	
*106182	Vitalise	100.00	Section 137 grant	Admin	
*106183	WRVS	250.00	Section 137 grant	Admin	
106184	Abbey Décor	21.61	45.26	GU5 lamps	DH
		11.77		Connectors, clips	OS
		11.88		Toilet seat	TPF
106185	Abel Alarm Company Ltd	145.70	Call out due to power failure	MH	
106186	AR Blaze	107.51	2,969.96	Call out due to power tripping	MH
		1,359.90		Repair/refurbishment electrical system	PG
		260.42		Check Terrace Club circuits, tripping lights Gainsb.	TPF
		49.00		Repair lights room 1	MH
		1,193.13		Repair/replace Abbey floodlights	Abb Cl
106187	ATS Euromaster Limited	11.61	Fit replacement tube Wessex mower	VPM	
10 188	Avoncrop Ltd	166.94	Fertiliser (Sherborne in Bloom)-100Kg	Misc	
106189	Avoncrop Amenity Products Limited	904.76	Diamond White, Kaloam	TPF	
106190	Bradfords Building Supplies	4.43	235.37	Hasp & staple & hose clip	OS
		230.94		Marine ply, white paint,dust sheets, primer (SiB)	Misc
106191	C Brewer & Sons Ltd	520.48	Paint re Skatepark graffiti	OS	
106192	Castle Gardens	92.05	698.62	Bedding plants and compost	MH
		13.72		Tree ties, stakes & Hanging basket brackets	Cem
		226.49		Compost, bedding plants etc (Sherborne in Bloom)	Misc
		320.99		Bedding plants and compost, watering cans	OS
		45.37		Bedding plants and compost, shrubs	PG
106193	Cornwall & Devon Media	609.48	Staff advertising	Admin	
106194	DA Services (Yeovil) Ltd	2,142.03	Replace cold water main to cricket area	TPF	
106195	Davenport Western Limited	90.48	Strimmer heads and line	VPM	
106196	Digby Hall & Library	30.94	58.94	Forward incorrect remittance	DH
		28.00		Room hire TAG (grant previously voted)	Admin
106197	Dorset County Council	100.26	Compensatory Added Years Service costs	Admin	
106198	Dorset County Training Partnership	25.00	New Chairman Seminar	Admin	
106199	Equilift	152.75	Callout to lift	MH	
106200	Mike Glendenning Ltd	346.46	Repair kitchen water boiler	MH	
106201	PJ Hill	1,470.00	Property management services (6 wks)	Admin	
106202	JP Fabrications Limited	53.46	2,938.09	Sight screen wheels	TPF
		1,569.80		Weld steel sheets to side and rear skatepark ramps	OS
		1,314.83		New balustrade beside entrance ramp	PG

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106203	King UK Limited	62.98	188.00	Cleaning materials	Cem
		125.02		Cleaning materials	MH
106204	Konica Minolta Business Solutions (UK) Limited		243.05	Quarterly flat rate & copy charges photocopier	Admin
106205	Lee Holmes	347.53	14,328.86	Replace steering rack ride-on mower	VPM
		16,331.33		New Front cut ride-on mower	VPM
		-2350.00		Trade-in of TG1860 mower	VPM
106206	Mid West Office Supplies		107.19	Stationery	Admin
106207	Nildram		15.99	Monthly broadband fee	Admin
106208	Orange PCS	32.31	70.46	Monthly mobile phone costs	DH
		38.15		Monthly mobile phone costs	OS
106209	Pegasus Rural Services		491.21	Replace shower unit	41 Newl
106210	Plantscape Ltd		1932.88	New water bowser	VPM
106211	Sage (UK) Limited		323.13	SageCover renewal 08/09	Admin
106212	Screwfix Direct	53.82	229.80	Protective clothing re skatepark	OS
		175.98		Stepladders	OS
106213	Sherborne Hire Centre Ltd		61.09	Replace hydraulic hose on mini-digger	VPM
106214	The Signwriter		23.50	Add new mayor to board	Misc
106215	Viridor Waste (Somerset) Ltd		278.47	Skip hire, 2 lifts June	OS
106216	Westcup		7.99	Bottled water	MH
106217	West Dorset District Council	65.00	1,024.00	Share Council Tax re Bungalow (Aug instal.)	TPF
		959.00		Share NNDR (Aug instal.)	MH
Total			£39,019.28		

DIRECT DEBITS TO BE TAKEN

16.07.08	British Telecommunications plc		493.65	Quarterly account 01935 812807	Admin
09.07.08	Fuel Network Limited		42.60	BP Card charge	Admin
10.07.08	Norwich Union	852.74	1743.65	Commercial Combined, 08/09 4th instalment	Admin
10.07.08		890.91		Motor vehicle 4 instalments	VPM
13.07.08	Southern Electric	48.09	-64.92	Unmetered supply floodlights	Abb Cl
25.07.08		-113.01		Overcharged Terrace Club	TPF
09.07.08	UK Fuels Limited		617.42	Texaco fuel card 16 May - 29 June	VPM
Total			£2,832.40		

WAGES IMPREST ACCOUNT

*Internet	Net Salaries		17,732.76	Net salaries payable 26th June 08	
*100832	HM Revenue & Customs		6230.93	PAYE due M3 June 08	
*100833	Dorset County Council		2982.92	Pension contributions June 08	
*100834	T&GWU		9.97	Union subscriptions June 08	
*100835	Unison		16.30	Union subscriptions June 08	
Total			£26,972.88		

DIGBY HALL & LIBRARY

*100375	Miss Emma Hodges		100.00	Deposit refund (sales ledger)	
*100376	Yeovil College		100.00	Deposit refund (sales ledger)	
100377	AR Blaze		168.14	Repair foyer lights, stage lights & dimmer	
100378	British Gas Business		1,323.97	Quarterly supply account	
100379	esp audio		70.92	Repair radio microphone	
100380	King UK Limited		134.80	Cleaning materials	
100381	Sherborne Town Council		2,017.95	Monthly expenses rechargeable	
Total			£3,915.78		

DIRECT DEBITS TO BE TAKEN

10.07.08	Norwich Union		£163.72	Commercial combined (instalment 1 of 9)	
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RESOLVED: That payment of the accounts as listed is confirmed:
 £39,019.28 and Direct Debits amounting to £2,832.40 from the Current Account .
 £26,972.88 from the Wages Imprest Account.
 £3,915.78 and Direct Debits amounting to £163.72 from the Digby Hall and Library Account.

35.4 Bank Balances

Balances at Bank and In Hand As at 30th June 2008

Sherborne Town Council

Petty Cash Account			350.00
Wages Imprest			500.00
Current Account			500.00
Business Money Manager Account			51,874.35
Money Market Deposits			
<i>Principal</i>	<i>Rate</i>	<i>Maturing</i>	
£ 50,000.00	4.21%	14.07.08	
£250,000.00	4.70%	12.08.08	300,000.00
Total Town Council Accounts			£353,224.35

Digby Hall & Library

Current Account		1,061.86
Business Money Manager Account		4,000.00
Total Digby Hall Accounts		£5,061.86

36. TOWN GUIDE

Councillor Snowden presented members with proof copies of the new pocket sized Sherborne Town Guide, these proof copies will be available in the Clerk's Office and members were invited to study the guide and make note of any queries or suggested alterations they may have. The Guide contains new and old photographs of Sherborne in colour and black and white, accompanied by text sections written by various people. The costs of the publication will be covered by advertising revenue and the guide will be free. Members were impressed by the content of the new style guide which has been produced with the help of the Tourism Forum.

RESOLVED: To approve the production of the new Town Guide

37. WEST DORSET DISTRICT COUNCIL CONSULTATION DRAFTS

37.1 Landscape Character Assessment

Members had received a copy of the reports made by Councillors Greene and Pike in response to the consultation. Concern was expressed about the lack of protection to the area around Sherborne and to the north, which is not included in the AONB nor is it an SSSI. Members considered the AONB should be extended to the North to include Sherborne. To progress this, confirmation of the support of all parishes included in any new boundary area would be required.

RESOLVED: The reports compiled by Councillors Greene and Pike are received. A request to extend the AONB boundary is pursued.

37.2 Dorset Homelessness Strategy 2008 – 2013

Members were handed a copy of a response, made by Councillor Greene to the Dorset Homelessness Strategy; Councillor Greene highlighted the need for flexibility in varying the strategy for towns within the district with different needs. Some members considered the strategy rather redundant in view of the current economic status as falling numbers in house building would have a major effect.

RESOLVED: The response compiled by Councillor Greene is received.

The meeting closed at 8.25 pm

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Town Mayor