

SHERBORNE TOWN COUNCIL

At the special meeting of the SHERBORNE TOWN COUNCIL held at The Manor House, Sherborne, on **TUESDAY 26th MAY 2009** at 7 pm

Present: Cllr M Boustead (Town Mayor)
Cllr J Smith (Deputy Town Mayor)

Cllrs K Batten, M Boustead, V Clark, D Elliott, S Greene,
D Gurzynski, K Pike and M Snowden

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 PC O'Donnell updated members on police matters.

7. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Waldron

8. MAYOR'S ANNOUNCEMENTS

8.1 Minutes

The following Minutes have been received:

8.1.1 Sherborne Area Partnership Steering Group held on 9th March 2009.

8.1.2 Friends of the Quarr Local Nature Reserve held on 21st April 2009.

8.1.3 DORBAG meeting held on 15th May 2009.

8.2 Publications

The Clerk has copies of the following:

8.2.1 DAPTC Circular 05/09

8.2.2 West Dorset Design and Sustainable Development Guidelines

8.2.3 West Dorset Landscape Character Assessment

8.2.4 Dorset AONB – Framework for the Future – AONB Management Plan 2009/2014.

8.3 Trees

Consent has been granted for the following:

8.3.1. CA/09/00070 To fell 1 No. Lawson's Cypress tree at Little Stonegarth, The Avenue.

8.3.2 CA /09/00089 To remove one of the stems of 1 No Cotinus at Charterhouse Auctions, Long Street.

8.3.3 TP/09/000101 To reduce 1 No Horse Chestnut tree back to previous pollard points, make the canopy more compact by narrowing down the crown and replace the existing cables with new cables.

8.3.4 CA/09/000102 To fell 1 No Fir tree, 2 No.Thujas and 2 No. Evergreen trees at Quinta, The Avenue.

8.3.5 CA/09/000105 To crown thin 1 No. Monterey Cypress by approx. 10-15% and remove deadwood at Thorns Orchard, East Mill Lane.

8.3.6 CA./09/000107 To cut the sides of 6 No. Yew trees back to the wall; to cut 2 No Yew trees back to the edge of the lawn; to reduce 1 No. Ilex Oak by 20-40%; to remove storm damage sections of 1 No. Macrocarpa; and to raise 2 No. Lime trees by 2-4m at Eastbury House, Long Street.

9. DECLARATIONS OF INTEREST

- 9.1** Councillor Elliott declared an interest in Item 13, Plans Committee minutes, as a member of the WDDC Development Control Committee; he would take no part in any discussion on these items.
- 9.2** All members declared an interest in item 14.1 as trustees of the Digby Hall, the property adjoining the proposed development.

10. IDENTIFYING SITES FOR AFFORDABLE HOUSING IN SHERBORNE

Mr Nigel Engert and Mr D Tuffin of the Sherborne Area Housing Forum gave a presentation on the identification of potential sites for affordable housing. It is a statutory responsibility of the District Council to provide affordable housing and the Area Partnership have been awarded a grant to enable stakeholders to identify sites within the town on which affordable housing might be built. The sites identified were detailed on a large map and are coded in order of priority. Although only a speculative list, members were generally pleased to see the scheme moving forward. Cllr Pike wished it recorded that she did not support the scheme.

RESOLVED: To support the scheme for the identification of potential sites for affordable housing.

11. PORTFOLIO HOLDERS, CHAIRMEN AND DEPUTIES

Members considered current holders and deputies.

RESOLVED: The following Councillors are elected.

<u>FINANCE & RESOURCES</u>	Portfolio Holder	Cllr Boustead
	Deputy	Cllr Smith
<u>PROPERTIES</u>	Portfolio Holder	Cllr Snowden
	Deputy	Cllr Pike
<u>PLAYING FIELDS & RECREATION AREAS</u>	Portfolio Holder	Cllr Gurzynski
	Deputy	Cllr Elliott
<u>PLANS COMMITTEE</u>		
10 Members	Chairman	Cllr Greene
(Excluding Cllr Snowden and Cllr Elliott)	Deputy	Cllr Smith
<u>STAFF MATTERS</u>	Portfolio Holder	Cllr Gurzynski

12. REPRESENTATIVES ON OTHER BODIES

Members had been circulated with a list of "Other Bodies" on which the Town Council is represented and were asked to consider on which they would like to serve.

RESOLVED: That the following Members will represent the Town Council on the various "Other Bodies":-

<u>Organisation</u>	<u>Representative 2009/2010</u>
Dorset Association of Parish & Town Councils (Central Area Committee)	Cllr Boustead
Dorset Association of Parish & Town Councils – Larger Councils Committee (usually the current Town Mayor and Deputy)	Cllr Boustead Cllr Smith
Rights of Way – Footpaths Liaison Officer	Cllr Greene Cllr Clark
County Primary School (4 year term)	Cllr Gurzynski
Public Transport (DCC)	Cllr Greene
Gryphon Leisure Centre Management Committee	To be confirmed
Dorset County Council Ancient Monuments Liaison Officer	Cllr Clark
Tree Liaison Officer	Cllr Elliott
Sherborne Area Youth Centre Management Comm.	Cllr Gurzynski
Sherborne Parochial Charities (4 members)	Cllrs Batten, Elliott, Smith, Snowden
Sherborne & District Society (CPRE) (usually Chairman of Plans)	Cllr Pike
Sherborne Senior Lunch Club	Cllr Batten
Sherborne Arts Link	Cllr Cook
Sherborne Foundation Governors (2 members 4 year term)	Cllrs Boustead and Elliott
Sherborne CAB Management Committee	Cllrs Pike and Cook
Sherborne Douzelage (2 members)	Cllr Clayton
Sherborne Area Partnership Steering Group (2) Chairman & Treasurer	Chairman – Cllr Pike Treasurer – Cllr Smith
Friends of Sherborne Learning Centre Management Group	Cllr Smith
Friends of the Yeatman Hospital	Cllr Snowden
Friends of the Quarr	Cllr Smith
The Rendezvous Executive Management Committee	Cllrs Smith and Gurzynski
DORBAG	Cllr Smith
Chamber of Trade	Cllr Cook
Waste Management	Cllr Greene

13. COMMITTEE MINUTES

The following Minutes were received:

Plans Committee – held on 5th May 2009

RESOLVED: The Minutes are received and adopted.

On the proposition of Cllr Greene and seconded by Cllr Batten

14. PLANS

14.1 2009/0506 - Extensions to school boarding house and external alterations. Form new play area and erect fencing. Harper House, Hound Street.

2009/0507 LBC - Extensions to school boarding house and internal and external alterations. Erect fencing. Harper House, Hound Street

NO OBJECTION

14.2 2009/0458 - Reprofilng of existing agricultural land to reinstate an old quarry and improve its agricultural efficiency, productivity and safety. Old Quarry adjacent to B3145, Townsend Farm, Townsend, Poyntington.

The Town Council object to this application on the following grounds:

- **Concern for public safety with the potential increase in heavy traffic; large lorries carrying heavy loads, travelling on the A30 through Sherborne and out along the B3145 Bristol Road to the site. A route used by children travelling to the Gryphon School, which on certain stretches has a footway on one side only, and no designated crossing place.**
- **Roads approaching the site through Somerset have a weight restriction in place whilst in Dorset they do not, making it necessary to come through Sherborne, along the A30 and the B3145, to access the site from any direction, which is totally unacceptable.**
- **Properties through Sherborne, many of which are old and/or Listed could also suffer damage as a result of the increase in heavy vehicles.**
- **There would also be an environmental impact as a result of fumes, noise, dust, etc.**
- **The reprofilng itself would impact significantly on an historic landscape.**

14. FINANCE AND RESOURCES

Presented by Portfolio Holder, Cllr Boustead.

14.1 Accounts

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

April 2008

*** Signed out of Committee**

CHEQUE NO.		AMOUNT		
*106604	Absolute Locksmiths & Security	50.00	Replacement Keys Electric Meter	Padd
*106605	Amari Plastics Plc	92.00	Clear PVC for Noticeboard	Misc
*106606	Bradford Building Supplies Ltd	29.60	Bolts for Cricket Nets	TPF
		27.54	Toilet Cover & Tarmac	TPF
		46.63	Wood Repairs Skateboard Park Fence	OS
		32.70	Hacksaw Blades & Drill Bits	OS/TPF
		26.31	162.78	Board for Skateboard Park
*106607	D A Services (Yeovil) Ltd	77.76	Cap Water Leak at Tennis Courts	TPF
		61.76	139.52	Repairs to Toilet TPF Bungalow
*106608	Glasdon UK Limited	86.83	Dog Bin Liners	OS
*106609	N D Hardiman Haulage Ltd	136.45	Top Soil for Terrace Playing Fields	TPF
*106610	Konica Minolta Business Sol Ltd	49.50	Photocopies Jan - Apr	Admin

SPECIAL MEETING

26th MAY 2009

*106611	Lee Holmes		7791.25	Rebuild Roller incl New Engine	VPM
*106612	Midwest Office Supplies	29.25		Stationery	Admin
		24.82	54.07	Fire Blanket	MH
*106613	Nildram		15.65	Monthly broadband service Apr/May 09	Admin
*106614	Noble Express Limited		157.55	Cleaning Materials	MH
*106615	Nomix Enviro		481.85	Weedkiller	OS
*106616	Orange PCS	20.29		Monthly mobile phone costs	DH
		32.20	52.49	Monthly mobile phone costs	OS
*106617	PHS Group Plc		110.80	Hygiene Contract for One Year	TPF
*106618	Rigby Taylor Ltd		517.50	Line Marking Machine	VPM
*106619	Screwfix Direct		197.70	Toolboxes, Drill & Cable Reel	TPF
*106620	Shelleys The Printers Ltd		83.26	Invitations for Mayor Making	Admin
*106621	Sherborne Turf Ltd		228.85	Turf, Fertiliser & Top Soil for Cemetery	Cem
*106622	Sherborne Window Cleaning		60.95	Window Cleaner	MH
*106623	The Company of Landscapers		661.25	Retention on Building Work Pageant G	PG
*106624	W & S Recycling		71.91	Green Waste - Mar 09	OS
*106625	West Dorset District Council	1,006.00		NNDR Manor House (2 of 10)	MH
		68.61	1,074.61	Half Share Bungalow C/Tax (2 of 10)	TPF
*106626	W.P.S. Insurance Brokers		588.76	Engineering Policy to Sept 2010	Admin
*106627	Petty Cash		203.65	Reimburse petty cash	Per Inv
*106628	A.R.Blaze		661.25	New Ring Main for CAB Offices	MH
*106629	Sherborne Community Church		1,000.00	Grant (Sec 137)	Sec137
*106630	Kays Kitchen		1,387.50	Buffet for Mayor Making	Admin
100631	Abbey Décor		18.12	Woodstain, Brushes & Padlock	OS
106632	Atlas (UK) Security Services Ltd		92.00	Testing Alarms	MH
106633	ATS Euromaster Ltd		259.39	2 New Tyres Kubota Tractor	VPM
106634	Bradford's Building Supplies Ltd		12.21	Cable ties for Cricket Sight Screens	TPF
106635	Brewers Garage Ltd		355.17	MOT & Service Toyota	VPM
106636	Castle Gardens	58.25		Trees for The Quarr (Correction Inv)	OS
		18.75		Weedkiller for Paddock Gardens	Padd
		24.75	101.75	Chip Bark & Compost	PG/OP
106637	D A Services (Yeovil) Ltd		715.03	Water Main Repairs	Cem
106638	Davenport Western Ltd		2.31	Handlebar Screw for Brushcutter	VPM
106639	Digby Hall & Library		22.51	Hire of Wingfield Room (TAG)	Misc
106640	Dorset County Council		6,162.00	Additional Opening Hours for Library	Misc
106641	Dorset County Council		113.33	Compensatory Added Years Service	Admin
106642	Highwood		19.34	New Spindle for Kubota	VPM
106643	Hillhead Building Services		232.50	Consultancy Services	PG/WH
106644	Midwest Office Supplies		30.74	Stationery	Admin
106645	Mole Valley Farmers Ltd	145.41		Weedkiller for Terrace Playing Fields	TPF
		77.98	223.39	Safety Boots for Groundsmen	Misc
106646	Nildram		15.65	Monthly broadband service May/June09	Admin
106647	Nordcat		5,000.00	Grant towards SCAT Bus (2008-09)	Misc
106648	Rigby Taylor Ltd		380.94	White Line Marker	TPF
106649	Screwfix Direct Ltd		14.98	Caution Signs	TPF
106650	Sherborne Hire Centre		37.95	Hire of Pump for Pageant Gardens	PG
106651	Viridor Waste (Somerset) Ltd		447.65	Skip April (3 lifts)	OS
106652	S Woodford		180.03	R Musgrove Retirement(Mayors Allwce)	Admin
106653	W & S Recycling Services		230.15	Green Waste - Apr 09	OS
Total			£30,785.07		

DIRECT DEBITS TO BE TAKEN					
05.05.09	BT	41.88		Quarterly Bill Cemetery	Cem
05.05.09		78.28		Quarterly Bill Terrace Playing Field	TPF
05.05.09		51.30	171.46	Quarterly Bill Manor House (Alarm)	MH
29.04.09	Fuel Network Limited	136.56	389.22	BP Fuel Card	VPM
06.05.09		67.15		BP Fuel Card	VPM
20.05.09		185.51		BP Fuel Card	
12.05.09	Norwich Union		274.38	Motor vehicle, 09/10 2nd instalment	VPM
24.04.09	Southern Electric	310.72		Electricity Gainsborough Pavilion	TPF
24.04.09		95.35		Electricity Terrace Bar	TPF
24.04.09		91.72	497.79	Electricity Workshop/ Car Park	TPF
STANDING ORDERS					
01.05.09	West Country Vending		12.21	Water cooler rental May	MH
Total			£1,345.06		
WAGES IMPREST ACCOUNT					
*Internet	Net Salaries	19,566.07		Net salaries payable 24th April 09	
*100877	HM Revenue & Customs	6,259.20		PAYE due April 09	
*100878	Dorset County Council	5,039.13		Pension contributions April 09	
*100879	T&GWU	9.97		Union subscriptions April 09	
*100880	Unison	15.81		Union subscriptions April 09	
Total			£30,890.18		
DIGBY HALL & LIBRARY					
*100453	British Gas Business	884.32		Gas Usage	
*100454	Christopher Phillips	348.45		Repairs Wingfield Roof	
*100455	PHS Group Plc	67.49		Hygiene Contract Adj until end July 09	
*100456	Sherborne Window Cleaning	170.20		Window Cleaner (Inside & Outside)	
*100457	E B Marsh & Son Ltd	109.00		Microwave Oven	
100458	A R Blaze	56.93		Repairs to Emergency Light in Foyer	
100459	Arrow Electrical	106.00		Repairs Water Softener	
100460	Cheque Cancelled				
100461	British Gas Business	271.03		Monthly Bill Apr 09	
100462	Sherborne Town Council	465.00		Monthly rechargeable expenses	
100463	The Consortium	28.52		2 Toilet Roll Dispensers	
100464	WDDC	5,491.42		Car Park Management Fee 2008-09	
Total			£7,998.36		
DIRECT DEBITS TO BE TAKEN					
11.05.09	Norwich Union	161.80		Commercial combined 09/10 1 st instal	
18.05.09	Southern Electric	1,674.94		Quarterly supply account	
Total			£1,836.74		

RESOLVED: That payment of the accounts as listed is confirmed:
£30,785.07 and Direct Debits amounting to **£1,345.06** from the Current Account .
£30,890.18 from the Wages Imprest Account.
£7,998.36 and Direct Debits amounting to **£1,836.74** from the Digby Hall and Library Account

14.2 Bank Balances

**Reconciled Balances at Bank and In Hand
As at 30th April 2009**

Sherborne Town Council

Petty Cash Account			146.35
Wages Imprest			-10,824.11
Current Account			299.40
Business Money Manager Account			70,889.56
Money Market Deposits			
<i>Principal</i>	<i>Rate</i>	<i>Maturing</i>	
£150,000.00	0.70%	11.05.09	
£210,000.00	0.30%	11.05.09	360,000.00
Total Town Council Accounts			£420,511.20

Digby Hall & Library

Treasurer Account			4,234.01
Business Money Manager Account			9,250.00
Total Digby Hall Accounts			£13,484.01

15. SHERBORNE AREA YOUTH AND COMMUNITY SERVICE

Members were in receipt of a letter from the Chair of the Sherborne Area Youth Centre committee, outlining their plans to convert the changing rooms at the youth centre into a children’s centre for North Dorset. The changing facilities are hardly ever used. Councillor Gurzynski explained that this plan already has the support of Dorset Youth Centre and the Youth Centre Management Committee, and support was sought from the Town Council.

RESOLUTION: To support the proposal to convert the existing changing rooms at the Youth and Community Centre into a children’s centre

16. CCTV SYSTEM FOR SHERBORNE

RESOLVED that this item be discussed within Exempt Business as described under Section 12A of the Local Government Act 1972. The Press and the public were then invited to leave the Chamber.

RESOLUTION: To write to WDDC to advise that the Town Councils support the principle of a CCTV system for the town centre subject to further:

- 1. Consultation with third parties**
- 2. Discussion on the suggested positions for the cameras**
- 3. Investigation into sources of funding for both capital and revenue costs.**

The meeting closed at 8.30 pm.

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Town Mayor