

# ILMINSTER TOWN COUNCIL

Minutes of a meeting of the **ILMINSTER TOWN COUNCIL** held in the Council Chamber, Ilminster on Tuesday, 4 September 2012 at 7.30p.m.

## Those Present

**Chairman:** Cllr E J Taylor

**Councillors:** Cllr Austin, Cllr P Burton, Cllr C Goodall, Cllr D Miller, Cllr A Shearman, Cllr S Shepherd,

**Officers:** Mrs M Shelley, Miss N McIntosh

### 1. Minutes of the Previous Meeting

It was RESOLVED that the Minutes of the meeting held on 31 July 2012 be approved and signed as a true and correct record

### 2. Apologies for Absence

Apologies were received from Cllr's Lawson, Pallister, Sainsbury, Sothern, Swann, Vjeh, Whaites, and Cllr Turner

### 3. Declarations of Interest

None

### 4. Section 106 Agreements

Neil Waddleton of SSDC outlined his background and current role. He has been with SSDC since 1992 carrying out various roles in HR, Customers Services and Planning Administration. In 2010 an internal audit had highlighted the need for systems and processes to be put in place for Section 106 agreements and the work on this had been given to Mr Waddleton. Since taking the post Mr Waddleton had obtained £3,000,000 from researching existing agreements made by developers/land owners.

Section 106 Agreements are used to support the provision of services such as highways, recreational facilities, education, health and affordable housing.

Mr Waddleton reported on the current monies available for Ilminster.

#### 1. North Yard, Station Road

Play Equipment (Winterhay) - £12650 (£6958 equipment and £5692 for long term maintenance).

Playing Pitches - £2845.

Strategic Community Facilities - £7020.

Youth Facilities - £1633.

#### 2. Shudrick Lane

The total contribution is £138994. The split is not clear in the agreement but the following has been earmarked for Ilminster.

Play Equipment - £40655

Playing Pitches - £70428

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Strategic Community Facilities - £22503

Youth Facilities - £5406

Monies had to be spent within 10 years from the banking date for large strategic facilities and 5 years for play facilities.

The Town Council could be involved in the early stages of planning for developments in future and could make suggestions. SSDC ward members were now notified of future developments and would be able to liaise with the Town Council.

## **5. Mayor's Announcements/Engagements**

The Mayor had no Announcements/Engagements since the previous meeting.

## **6. Matters arising from the Minutes**

None

## **7. Police Report**

The following report had been received from the police.

Unfortunately this month saw quite a lot of criminal damage to Ilminster Recreation Ground areas and in particular to the Cricket Club and their facilities. To help combat this PCSO's carried out late duties till 2am in morning providing many high visibility patrols in the local areas. Response Officers were also tasked to carry out regular patrols. At this moment we have two suspects for causing some damage to one of the benches.

PCSO's are willing to change shifts to suit the on-going needs as is seen fit. Any suggestions would be appreciated.

Also during sometime in early August it would appear that offenders have targeted Tesco Cash Point and placed a scanning device to the machine. Enquiries are on-going with Police and Bank Fraud Investigators. It is believed to involve an organised crime group rather than locals to Somerset. Anyone believing they had been victims has been advised to contact their respective banks.

On a brighter note, at long last we have seen the new Skate Park completed and local feedback from users is that it a good investment. It seems to be back in very popular use and can only be a good thing for the youths. The Rec as always when the weather is good provides good entertainment to families and is well attended.

Following the theft of a handbag from a local business a male who was living locally is now spending time at the pleasure of Her Majesty, having been recalled to prison.

Reports of car enthusiasts meeting in local car parks have been passed on to Traffic Police with the request for them to deal with robustly and send a clear message out about anti-social behaviour during the hours of darkness.

The Deputy Clerk presented a written report from PCSO John Martin in which he said that since the last police report we at Ilminster station have been kept up to our usual work in the Town and in the surrounding villages. At least the rain fall seen last month had not been quite

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so high this month and at last we had seen the odd glimpse of the sun, albeit hidden behind clouds more often than not.

The Deputy Clerk had received an update to say that two youths had owned up to damaging the benches a few weeks ago.

Councillors agreed to a suggestion from Cllr Miller that as the police were no longer available to attend all council meetings, a letter should be written requesting that they at least attend two meetings a year – the Annual Town Meeting and another meeting six months later.

### **8. Report from County Councillor**

There was nothing to report.

### **9. Report from District Councillor**

Councillor Goodall reported that on the 1<sup>st</sup> April 2013 the government will be ending the national Council Tax Benefit system, and is asking administering authorities to introduce a local Council Tax support scheme to replace it. (Administering/billing authorities are those responsible for the collection of council tax – in our case South Somerset District Council). In the past, local authorities responsible for administering the collection of council tax have received the finances necessary to operate the present scheme. The Government's reduction in funding means that the budget available for the new scheme will be reduced unless savings can be made.

Government guide lines on how the process should be carried out dictate that 'before a scheme is adopted the billing authority must:

- consult any major precepting authority
- publish a draft scheme in such manner as it thinks fit, and
- consult such other persons as it considers are likely to have an interest in the operation of the scheme

In South Somerset the public consultation has already begun and postcards will be going out to residents shortly inviting them to take part in the consultation by either completing an on-line survey or picking up a hard copy from one of the District Council offices.

On-line surveys can be found on [www.southsomerset.gov.uk/benefitsconsultation](http://www.southsomerset.gov.uk/benefitsconsultation).

A help line has been set up on 01935 462404 and information sessions will be held, for this area, in Chard and Yeovil.

Councillor Goodall also reported that she had attended a Workshop, run by the District, on Neighbourhood Planning and was informed at that meeting workshops would be arranged for Councillors on Town and Parish Councils.

The workshops will explain how the neighbourhood plan process works and what is involved. Depending on what a local council wishes to put in place for its community producing a neighbourhood plan may not be necessary. There may be simpler and less costly ways of achieving the community goals.

### **10. Grants**

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Ilminster Entertainments Society had written to ask if the £250 grant they had been awarded towards a motorised backdrop roller could be used for a new dimmer for the stage lights which cost £371 instead as the backdrop roller would be too expensive to buy at the moment. Councillors agreed to this request.

### **11. Byelaws**

There had been a request to make an amendment to the Byelaws from the British Model Flying Association. Councillors agreed the amendment.

### **12. New Surgery Entrance**

The Chair asked for this item to be held in camera.

### **13. Planning Committee Meeting**

There were no recommendations from the Planning Committee Meeting held on 28 August 2012.

### **14. Finance & Policy Committee Meeting**

Minute 7 (a) Ilminster Carnival Committee grant request

It was RESOLVED that a grant of £198 should be given to the Carnival Committee for the training of one person.

It was RESOLVED that a further grant of £198 should be given to the Carnival Committee for the training of a second person.

Minute 8 External supports for projects

It was RESOLVED that the property and projects officer should be employed for an initial period ten hours. The situation would then be reviewed.

### **15. Reports from Sub Committees**

There was nothing to report.

### **16. Representatives on Outside Bodies**

Cllr Goodall reported on a Chamber of Commerce meeting she had attended on ....

Mr Tony Walker had given a presentation on why development growth in Shudrick lane should not take place.

The subject of a replacement Town Crier had been raised again. It was felt that answers were needed to the following questions

Who would be responsible for the Town Crier?

Would there be a cost – honorarium and uniform?

How would a Town Crier be used and by whom?

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The Council acknowledged the Chamber of Commerce questions but decided the Town Council would not be responsible for the Town Crier, as it had not previously used the Town Crier.

### 17. Authorisation of payments

It was RESOLVED that the accounts listed in the schedule, totalling £92262.59 be approved.

### 18. Action Plan

The following amendments were agreed:

Item 5 – Skate Park - Action be amended to read “Artistic Graffiti and Snagging”

Item 6 – Additional land for recreational space - The Milestone to be amended to ‘Discussion with SSDC to continue’ with a new date of December 2013.

Item 9 – New Management Plan for Herne Hill – Date to be changed to December 2012.

Item 10 – Byelaws Omission to be rectified - Amendment to be made and Byelaws re-sent. Date to be changed to April 2013.

Item 12 – Riec Sur Belon Roundabouts – Delete item.

Item 13 – Strategic Vision – ‘Review options in late October’ to be added to Milestone and date of March 2013 entered.

Item 14 – Football Club - Delete Item

Item 15 – Silver Street Car Park – Sponsor to be amended to Cllr Austin

Item 16 – Website review – Date to be changed to December 2012

Item 18 – Appeal Committee - Delete Item.

Item 19 – Grit Provision - Add date of 1 December 2012

Item 20 – Station Road Parking – Sponsor to be amended to Cllr Austin

Item 21 – Canal Way Parking – Sponsor to be amended to Cllr Austin

### 19. Town Clerk’s Report and Correspondence

The Clerk reported that

- a) Grant Thornton had been appointed as External Auditors. The cost to the Council for an intermediate audit will be £600.
- b) A representative of the insurance company would be visiting the office on 6 September.

### 20. Meeting Dates

11 September – Planning meeting

18 September – Open Spaces

2 October – Finance and Policy Committee meeting

9 October – Planning Committee Proposed Meeting

16 October – Council meeting

23 October – Open Spaces (Budget)

### 21. Resolution

It was **RESOLVED** that in view of the confidential nature of the business about to be transacted it is advisable in the public interest, that the press and public be temporarily

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excluded and they are instructed to withdraw as laid out in the Public Bodies (Admission to Meetings) Act 1960

## 22. Confidential items

### New Surgery Entrance

It was proposed to write a letter to SSDC and SCC Highways, with copies to the surgeries and the developer, regarding access at the Hammerhead, after councillors had observed near misses.

The letter is to express safety concerns as cars had been blocking the entrance, the entrance is being used for two way traffic (which is unsuitable for the width of area) and the footpath which is heavily used by school children is being compromised causing the area to be extremely dangerous. The letter should be copied to Medical Surgeries and Mr Proctor. Cllr Miller would prepare a letter for the office to send out. It was also agreed that Cllr Miller would prepare a letter to send out to the Brittens Trust.

### Staffing Committee

As interviews were still taking place, the Deputy Clerk asked if the interviewing panel could be given authorisation to make appointments. Cllr Goodall proposed, seconded by Cllr Miller and

It was RESOLVED that the interviewing panel be authorised to appoint the new Town Clerk and Senior Administrator.

The Deputy Clerk was given confirmation that the salary increases for the Deputy Town Clerk and Admin Assistant would apply from 1 September 2012.

The Meeting closed at 10:28 pm

Signed..... Date.....