

ILMINSTER TOWN COUNCIL MINUTES

Minutes of a meeting of the **TOWN COUNCIL** held in the Council Chamber, Ilminster on Tuesday 5th February 2013 at 19:30hrs

Present

Chairman: Cllr R Swann,

Councillors: Cllr P Burton, Cllr C Goodall, Cllr A Lawson, Cllr D Miller, Cllr J Pallister, Cllr A Shearman, Cllr S Shepherd, Cllr J Sothern, Cllr E J Taylor, and Cllr L Vjeh.

In Attendance

Officers: Miss N McIntosh (Administrative Assistant), Miss J Norris (Town Clerk), and Mrs M Shelley (Deputy Town Clerk),

Public Question Time

Six members of the public attended the meeting and indicated in interest in the agenda item regarding Somerset County Council's Investigation to Establish Status of Winterhay Lane, Ilminster. One Member of the public commented that he felt the report from Somerset County Council to be fair and accurate and hoped the path be preserved as a working farm lane. Another member of the public asked the Council whether they intended to continue with their stance as previously resolved in that Winterhay Lane should be designated as a public footpath.

1. Apologies for absence

Apologies for absence were received from Councillors Austin and Whaites. County Councillor Kim Turner had also sent apologies.

2. Declarations of Interest

A) There were no declarations of Interest made.

B) The Town Clerk reported that written dispensation requests had been received from Councillors Burton, Lawson and Whaites. the nature of all the interests was that Councillors had a property within the administrative area of Ilminster Town Council and the setting of the town precept would relate to or affect a disclosable pecuniary interest that they had registered.

RESOLVED that the Councillors listed below be granted dispensations until 30 April 2015 for discussing and agreeing the precept:

Cllr P Burton

Cllr A Lawson

Cllr P Whaites

3. Somerset County Council's Investigation to Establish Status of Winterhay Lane, Ilminster

This item was moved forward on the agenda for the benefit of the members of public attending the meeting.

The Town Clerk reminded Members that at end of last year the Town Council had considered the matter in detail and resolved that Somerset County Council should be informed that the Town Council supported Winterhay Lane becoming a designated Right of Way

Somerset County Council Officers have now compiled a report containing the information they have collected about this lane including photos and a historical map from 1821.

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The report contains the recommendation that Winterhay Lane should not be adopted as a public footpath.

The Town Clerk reported that she had received a letter from Somerset County Council stating that the report will be presented to the Regulation Committee on the 7th March 2013 at 2 pm and have asked for any comments to be forwarded by the 14th February 2013,

RESOLVED

- (i) That the Town Council stance is that it supports Winterhay Lane becoming a designated Right of Way
- (ii) That Councillor Swann (with Councillor Miller as Deputy) attends the County Council's Regulation Committee on 7 March 2013 to put the Town Council's view

4. Minutes of the previous Meeting

RESOLVED

- (a) that the minutes of the meeting held on 4th December 2012 be confirmed as a correct record.
- (b) To note the office "To do" list relating to the Town Council Meetings.

5. Mayor's Announcements/Engagements

The Mayor reported the events that he and the Deputy Mayor had attended between 4th December 2012 and 5th February 2013.

6. Police Report

The Council received a written report from PCSO John Martin on the activities in the area since the last report in December.

The key points of the report which had been circulated with the agenda were:

- the Team at Ilminster had remained as busy and committed as ever
- The police remain both reactive and pro-active with Community issues, the latter often having to be put aside for urgent calls.
- The crime figures for Ilminster from December 2011 to January 2012 compared to December 2012 and January 2013, are encouraging. The reports show that they have gone from 54 recorded crimes down to 41, meaning a drop of over 20%.
- The Ilminster Beat Team undertake high visibility patrols and engage with the local community old and young,
- Despite a lower level of crime over this period, there had still been some crime of a serious note, including a knife-point robbery at an Ilminster shop at an early hour just before Christmas.
- The Ilminster Beat Team has currently been getting a lot of calls from the Canal Way housing areas, of youths knocking on doors and running away, this is being dealt with by stepping up patrols in the evenings in these areas.

6. Report from County Councillors

The Town Clerk reported that County Councillor Kim Turner's had left a message as she was unable to attend the meeting. With regards to establishing the status of Winterhay Lane, Councillor Turner had sent her comments to the Regulation Committee and had hoped a Town Council representative could attend

Councillor Turner had further reported that Somerset County Council are currently looking at the budget, particularly in the light that funding from the government is being

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further reduced but that the intention is to freeze Council Tax for the next financial year, but are hoping to protect Libraries and to have extra funding for damaged roads. The main priorities for the coming year will be libraries, roads, school patrol crossing officers and youth service, but will update the Council on the final decision.

7. Reports from District Councillor

There was nothing to report from District Councillor Goodall.

8. Budget and Precept for 2013/14

RESOLVED

- (i) that precept for 2013/14 will be £236,100
- (ii) that the budget for 2013/14 will be £236,100 as set out on the sheet attached to these minutes.

9. Open Spaces Committee Meeting

The Chair of the Open Spaces Committee reported the recommendation from the meeting held on 11 December 2012.

• Market House Architectural Survey

RESOLVED that:

- (i) The Town Clerk attempts to obtain three quotations for both the architectural survey of the market house and the asbestos survey.
- (ii) Subject to satisfactory quotations being obtained the Town Clerk has delegated authority to engage a qualified surveyor to carry out an architectural survey on the market house at a cost not exceeding £680 +vat and asbestos survey on the Council's properties at a cost not exceeding £600+ vat.

• Safety Surfaces

RESOLVED that subject to at least three quotes being obtained, the Town Clerk has delegated authority to purchase 'wet pour' surfacing for the seesaw area and mesh matting for the other areas, not exceeding a total cost of £2000 +vat.

10. Planning Committee Meeting

There were no recommendations from Planning Committee held on 18 December 2012.

11. Finance & Policy Committee Meeting

The Chair of the Open Spaces Committee reported the recommendation from the meeting held on 29 January 2013

• Cemetery Fees

RESOLVED that cemetery fees for Ilminster Town Council be increased as follows:

- (1) Burial plot fee increase by 10%
- (2) Ashes plot fee increase by 20%
- (3) All other burial fees increased by the current inflation rate of 3.1%

• Health & Safety Training

RESOLVED that unless it is possible to source free health and safety training to a level at least equivalent of that provided by the British Safety Council, Ilminster Town Council employees undertake the British Safety Council e learning packages

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Introduction to workplace health & safety; manual handling; fire safety; display screen equipment

12. Football Stands

Both the Open Spaces and the Finance and Policy Committees had recently discussed the need to dismantle the southern end of the football stand and how that should be funded.

Issues discussed during consideration of this agenda item included:

- The current state of the football stands
- The respective responsibilities of the football club and the Town Council for maintenance of the football stand.
- The length of time it has taken for a decision to be reached
- The health and safety requirements for undertaking the work in a safe manner

RESOLVED

- (i) That the Town Clerk obtains at least 3 quotations for the safe dismantling of the Southern end of the football stand, the quotations to include a breakdown of staffing and equipment costs and give a timescale for the work to be undertaken.
- (ii) That following consultation with the Chairs of the Open Spaces and Finance & Policy Committees the Town Clerk is given delegated authority to accept the quotation which provides best value for money provided that the contractor has appropriate third party liability insurance and provides the Town Clerk with a copy of the risk assessment for undertaking the work
- (iii) That the Town Council undertakes all the administration and arrangements regarding dismantling the football stand
- (iv) That the value of any scrap metal from the dismantled stand is offset against the grant requested by the Football club.
- (v) Subject to (iv) above, the Town Council, in the interests of timeliness and health and safety will meet the costs of dismantling the stand.

13. Reports from Representatives on Outside Bodies

• Twinning Association

Cllr Sothorn reported as a representative for the Twinning Association that the French visitors plan to arrive in Ilminster on Friday May 3rd and depart Monday May 6th 2013.

• Ilminster Education Foundation

The Town Clerk informed the Council she had received a letter from Mr Morgan (Trustee), he wishes to stand down in May 2013 and would like the Councillors to think of a replacement candidate.

RESOLVED that a thank you letter should be sent to Mr Morgan.

• Ile Valley Children's Centre Advisory Board

The Town Clerk notified Councillors that there is a vacancy as a Council representative, because Councillor Sainsbury had now stood down.

RESOLVED that Councillor Goodall be the Town Council's representative on the Ile Valley Children's Centre Advisory Board

• Youth Club

Councillor Burton reported that the Youth Club have made plans to redecorate the building,

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and are currently raising the money required. They would also like to expand the car park (by 2 spaces) as this is a way of generating more income.

The Youth Club have 10 helpers with 20 Children on a Tuesday, 20 on a Wednesday 30 Children on Friday.

The Youth Club are hoping to apply to the Town Council for a grant and would like to come to an appropriate meeting to give a presentation on their work.

14. Authorisation of payments

RESOLVED

- (i) that the accounts listed in the schedule presented to the Council, totalling £29,582.52 be approved.
- (ii) To service the open spaces gang mower at Loxston Groundcare Ltd, at a cost of £856.25 + vat.
- (iii) to pay Somerset Webservices (the supplier of the Council's new website) the deposit of £1000 + vat. This being 50% of the total cost.

15. Action Plan

No amendments were made to the Action Plan.

The meeting closed at 20:38hrs

Chair's Signature & Date