

Minutes of a meeting of the **Town Council Meeting** held at Greenfylde First School, Silver Street, Ilminster on Tuesday 14th April 2015 at 19:30hrs

Present:

Chairman: Cllr E J Taylor

Councillors: Cllr P Burton, Cllr C Goodall, Cllr V Higgins, Cllr V Keitch,
Cllr A Lawson, Cllr D Miller, Cllr R Neave, Cllr J Pallister, Cllr A Shearman,
Cllr S Shepherd, Cllr S Storey and Cllr R Swann

In Attendance

Officers: Miss N McIntosh (Admin Officer), Miss J Norris (Town Clerk), Mrs D Speed
(Administration Officer (Finance))
Somerset County Councillor Linda Vjeh

23 members of the public attended the meeting, 3 of whom spoke as part of the public participation.

Speaker 1

Speaker 1 wished to spoke on behalf of the non-party group Voice for Ilminster, stated the Group's belief that the agenda for the meeting contained items which did not constitute the ordinary functions required for the day to- to day running of the Council during the sensitive period in the run-up to the election on May 7, increasing risk that decisions are made on political grounds rather than on their merits. He continued, that publication of meeting documents such as the agenda are likely to be politically advantageous to sitting members of the council in the run-up to the election. The Council through its proposed actions gives the impression that it is rushing through complicated and controversial proposals in an effort to tie the hands of the new council that will be elected on 7th May 2015. The statement said that Voice of Ilminster considered that these items should be delayed as they would not receive the careful scrutiny and consideration from all councillors that they deserve. The statement concluded that it is for that reason that the Town Council including employed officers and staff, should properly observe the purdah and make no comment, discussion or decision on any items other than discharging the normal day-to-day business, either at the meeting or in the purdah period.

The Mayor thanked Speaker 1 for the letter submitted and statement made. The Mayor advised the meeting that the Agenda had been distributed in accordance with the required notice period and legal advice had been followed regarding the agenda items, which were all ongoing business.

Speaker 2 Informed the Council of two organised events 'Election Questions,' one of which is for Yeovil Constituency parliamentary candidates to be hosted by the Ilminster Churches which will be held at St Mary's Minster Church, Ilminster TA19 0DU on Friday 1st May 2015 at 7:30 pm, the other for District Council candidates to be held at Swanmead Community School, Ditton Street, Ilminster on Monday 27th April 2015 at 7:30 pm. Speaker 2 asked the Council to help publicise the events by distributing Flyers for the event.

The Mayor informed Speaker 2 the Council would be happy to advertise the events on the Town Council's Notice Boards.

Speaker 3 a representative of Ilminster Cricket Club explained on the reasons for requesting a long term licence for the building known to most people as The Shed; he circulated a drawing of what the building could look like following renovations. Speaker 3 said that a long term licence would enable the Cricket Club to have a secure future, give them the option to open the building flexibly to the community providing a safe area for all, in addition the long term lease would help the Cricket Club plan for the future. Speaker 3 asked the Town Council for its support on the matter.

Before the meeting went into formal session Councillor Goodall made a statement about incorrect information published in the local paper regarding the Council

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withholding information from the public. Council Goodall stated the Town Council aims to be open and transparent in all of its business and followed generally accepted procedures regarding the detailed work of working groups.

403. Apologies for Absence

An apology for absence was received from Councillor Sothern.

404. Declarations of Interest

The declarations of interest outlined in the table below were made.

Name	Agenda Item	Minute No	Interest	Nature of Interest	Action
Cllr J Pallister	13	415	Prejudicial		Did not speak or vote
	15	417	Personal	Member of the Cricket Club	Spoke and Voted
Cllr S Shepherd	15	417	Personal	President of Cricket Club	Spoke and Voted
Cllr A Shearman	4 c) Somerset Day	406 c)	Personal	Employed by Somerset County Council	Did not speak or vote
	9 Resources Recommendation	411	Personal	Daughter is scout leader	

NB:

Councillor Shepherd was made aware by the Mayor of the potential implications of failure to declare a prejudicial interest.

405. Minutes

RESOLVED

- (i) To confirm the minutes of the meeting held on 17th March 2015 as a correct record.
- (ii) To note the office action list relating to Town Council meetings.

406. Mayor’s Announcements/Engagements

- a) The Mayor made no announcements relevant to Town Council and Mayoral activities and engagements
- b) The Mayor’s and Deputy Mayor’s engagements between 17th March 2015 and 14th April 2015 had been published on the agenda for the meeting.
- c) The Mayor informed the Council that Monday 11th May 2015 would be the inaugural Somerset Day Celebration The Mayor informed everyone that it will be a countywide event and the date was chosen after an online public vote organised by Passion for Somerset. The Mayor requested the Council to consider purchasing a flag and pole to be flown on Somerset Day outside the Town Council premises, and suggested a maximum cost of £50.

NB: Councillor Shearman declared a personal interest and did not wish to speak or vote on the matter as he is employed by Somerset County Council

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RESOLVED that the Town Council purchases a Somerset Day flag and pole at a cost not exceeding £50.00

407. Police Report

A written report was circulated prior to the meeting.

Issues discussed included:

- A recent car accident in Whitelackington, near Ilminster. It was reported accusations against the driver were circulating via social media.
- The Council were made aware of an incident involving a youth bearing a weapon on the Recreation Ground, Ilminster, it was emphasised that any such incidents should be reported.

408. Reports from District Councillors

Councillor Goodall reminded the Council of the new 'Leisure Play and Youth Strategy Consultation Event' that the event will be held locally on Thursday 30th April 2015 and which two Town Council representatives would be attending.

409. Report from County Councillor for Ilminster

County Councillor Linda Vijeh submitted a written report for March 2015, which was circulated with the Agenda.

Issues discussed during consideration of this item included:

- Notice of a scheduled road closure and concerns on the impact and disruption to the Carnival. Councillor Vijeh informed the Council that a response would be passed on to Chamber of Commerce with the options to decrease the impact, adding that she appreciates the concerns raised, especially the impact on local businesses.
- An update on trees at the Butts was given to Council.
- Information was requested regarding the road works on Station Road. County Councillor Vijeh informed the works was being carried out by Wessex Water.

410. Reports from Representatives on Outside Bodies

The Council received the following report:

Chamber of Commerce

- The Fairtrade Town new management team are currently being elected, any funds will be given to the general Fairtrade for the production of leaflets for the town. Presentation of the Fair Trade status is to be awarded at the Annual Community Assembly.
- 50 businesses have said they will display hanging baskets in Ilminster, they are due to be in place by mid-May.
- A Town Crier Competition is to be held on Saturday 18th April 2015, in the Market Square a request has been made for the car parking space outside the Co-operative to be free of cars whilst the event is in progress; the judges will include Lord and Lady Cameron.
- Concerns have been raised about the current parking time restrictions in Ilminster, many would like to see the 1 hour restrictions increased, and a plea was made for improved disabled parking in the town.

411. Resources Committee Recommendation

The Chair of Resources Committee presented the recommendation from the Committee meeting held on 7th April 2015

RESOLVED that ratification is given to the Town Clerk's decision, made on the advice of the Resources Committee, to award a grant of £250.00 to a young person to attend the World Scout Jamboree in Japan

NB: Councillor Shearman did not vote as his daughter is the Scout Leader.

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412. **Monmouth Rebellion Board**

A presentation was given by Mr Walker on the proposal for a new “The History of Ilminster Board” which will incorporate the existing “Monmouth Rebellion Board”

Issues discussed during consideration of the item included:

- Options for possible the possible locations and positioning of the board, communications had been made with Somerset County Council and South Somerset District Council.
- The Mayor invited Mr Walker to the Annual Community Assembly on 21st April 2015 to give a presentation regarding the project,
- The Mayor asked the Town Clerk to ensure that an item could be added to a future meeting agenda regarding any grant donation.

413. **Update from Football & Community Facility Governance Group**

It was reported to the Council that the amount of grant awarded the Football Foundation had been increased. The terms and conditions applicable to the two grants were circulated to the Council prior to the meeting.

The Mayor reminded the Council that at recent Council meeting, Mr Darren Paul, a representative of Ilminster Football Club had announced the Football Club and the Town Council as joint applicants had been awarded grants from ‘The Football Stadia Improvement Fund’ and the ‘Football Foundation’; which totalled an amount in excess of £250,00. The final amounts had now been confirmed and the offer letters and grant conditions had now been received.

The Mayor continued that the Town Clerk had requested that members’ attention particularly be drawn to the conditions regarding the clawback periods.

The grant acceptance required 2 signatories from both the Football Club and the Town Council conditions, and the Town council was asked to authorise the Mayor and the Town Clerk to sign the acceptance form.

Issues during consideration of this item included:

- The time limits for accepting the grant.
- That the grant conditions were what was expected for a grant award of this monetary value
- In response to a question about future pitch maintenance the Town Clerk reported that Darren Paul and Kenny Timpson of Ilminster Football Club had attended a ‘pitch improvement workshop’ held on 4th March 2015 organised by Somerset Football Association , in partnership with the Institute of Groundsmanship (IoG)
- In response to a question about the costs already incurred by the Town Council and future liabilities the Town Clerk said that the only costs the Town Council was currently committed to was the £5,000 grant it had agreed to award the Football Club towards the Football and Community Facility; this was 10% of the capital grant awarded by South Somerset District Council.

The project has already incurred costs which have been so far been met by S106 money – e.g. architect’s fees, soil analysis, appointment of the Contract Administrator and imminent costs include the bat survey required to meet the planning conditions

RESOLVED that the Town Clerk and the Mayor are authorised to sign the grant acceptance document on behalf of the Town Council

414. **Office Accommodation Working Group**

A written report from the Working Group had been circulated to Councillors marked confidential prior to the meeting. The Mayor said that as there was a recommendation about the duration of tenure to be given in respect of The Sports Club which was significantly different to the recommendation from the Open Spaces Review Group both recommendations would be considered under the Sports Club Tenure Agenda item.

RESOLVED that the report should be made available to the public

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NB: The Council went out of session at 20:45 hrs. For 5 minutes to enable members of the public to read the report.

Issues discussed during consideration of the item included:

- The removal of the Wardens Workshop from its current location, as apparently indicated on the drawing circulated by the Cricket Club at the start of the meeting
- The options of reconfiguring and enlarging the existing Warden's Workshop
- The Mayor informed that costings of any options considered would be investigated.
- The current office accommodation and the Council Chamber does not have any access for people with any mobility impairments and it would be very difficult to modify the building to improve the access
- The Council Chamber is not large enough to accommodate a full Council / Committee meeting, the press and the numbers of members of the public that have been attending meetings recently
- The Wardens Workshop currently has inadequate space that can be used for a workshop area allied with equipment and tool storage facilities.
- There are some health and safety issues that require attention should the Warden's Workshop remain in its current location.
- The removal of the Warden's Workshop from its current location would open the vista across recreation ground and the Ilminster Education Foundation land.

RESOLVED that the possibilities of re-locating the Wardens Workshop on Town Council owned land be explored together with the option to remodel and enlarge the existing facility (issues to include cost, security, access and possible planning requirements).

415. Sports Club Tenure

(i) The Council received a recommendation from the Open Spaces Review Group meeting held on 26th March 2015 that the Ilminster Cricket Club be offered a 25 year tenure in the licence for the Sports Club. And

(ii) a recommendation from the Accommodation Working Group that until the Town Council has formally agreed the elements of the Open Spaces Review relating to the "spine" of buildings on the Recreation Ground (which includes the Warden's Workshop, grandstand and buildings currently rented to the Cricket Club and the Sports Club) and the timetable for implementation of any changes that any licences issued by the Town Council should be for 1 year tenures

NB: The meeting came out of session at 21:00 hrs for Council to receive information from the Cricket Club regarding the image of the Sports Club building circulated at the beginning of the meeting. The meeting resumed at 21:05 hrs

Issues discussed during consideration of the item included:

- The security of a 25 year lease would give the Cricket Club confidence to invest in improvements to the sports Club building
- All the clubs who have licences or leases with the Town Council should be treated equally

RESOLVED that the Ilminster Cricket Club be offered a 25 year tenure in the new licence for The Sports Club

416. Community Facilities Management and Rental Policy

The Council received a recommendations from the Open Spaces Review Group meeting held on 26th March 2015 to adopt

Issues discussed during consideration of the item included:

- That the policy can be the framework applied to all the licences and leases issued by the Town Council

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RESOLVED that the principles set out in the Community Facilities Management and Rental Policy attached to these minutes as appendix 1 be approved and adopted.

417. Moving the Cricket Square (3rd, 4th & Youth Teams)

The Town Council considered the arrangements for moving the Cricket Square used by Ilminster 3rd, 4th and youth teams.

Issues discussed during consideration of the item included:

- S106 monies to be negotiated / received regarding future developments could be used in the longer term to fund moving the cricket square
- In the short term that the Town Council could pay for the work from reserves and when S106 money becomes available for sports pitches / facilities that could be applied for to replace the reserves money – SSDC officers have advised this is feasible
- The specification for the work has been written by a specialist company

RESOLVED

- (i) that the Town Clerk be given delegated authority to accept the best value quotation and order the work
- (ii) that the Town Council requests the District Council to negotiate s106 money to pay for moving the cricket square
- (iii) that the Town Council will initially fund the moving of the cricket square from reserves which will be offset by the receipt of the s106 money

418. Project Plan

The Town Council considered progress on the project plan and no changes were necessary.

419. Authorisation of Payments and Notification of Virements

The Schedule of Payments for authorisation was circulated prior to the meeting for Council's approval.

RESOLVED that the accounts listed in the schedule presented to the Council totaling £8,871.70 net be approved.

420. Exclusion of the Press and Public

RESOLVED to exclude the press and public whilst agenda item 19 was discussed due to the confidential nature of the business to be transacted.

421. Hammerhead Land

The Town Clerk advised that there was no further progress to report with implementing the Council's instructions regarding the Hammerhead Land.

The meeting closed 21:35 hrs

Chair's signature & date