

ILMINSTER TOWN COUNCIL

Minutes of a meeting of the **ILMINSTER TOWN COUNCIL** held in the Council Chamber, Ilminster on Tuesday, 15 May, 2012 at 7:30 p.m.

Public Question: Mr Adam Kennedy said he had noticed that the website was not being updated and asked if it was going to be updated in future. Cllr Goodall informed Mr Kennedy that the Council did intend to update the website but that discussions were taking place with the provider to find an easier way to input the information.

Those Present

Chairman: Cllr Carol Goodall (until the appointment of Mayor)
Cllr R Swann (for the remainder of the meeting)

Vice-Chairman: Cllr Emma Jane Taylor

Councillors: Cllr S Austin, Cllr P Burton, Cllr A Lawson, Cllr D Miller, Cllr J Pallister,
Cllr S Sainsbury, Cllr J Sothern, Cllr A Shearman, Cllr S Shepherd, Cllr L Vijeh

Officers: Mrs M Shelley, Miss N McIntosh

1. Appointment of Mayor

Current Mayor Carol Goodall invited nominations for Mayor of Ilminster for the year to May 2013.

Cllr Goodall nominated Cllr Swann seconded by Cllr Vijeh.

There were no more nominations and it was therefore **RESOLVED** that Cllr Swann be Mayor of Ilminster for the year to May 2013.

2. Declarations of Acceptance of Office

Cllr Swann signed the Declaration of Acceptance of Office in the presence of the Deputy Town Clerk as Proper Officer, and fellow Councillors

Cllr Swann then took the Chair.

3. Appointment of Deputy Mayor

The Mayor invited nominations for Deputy Mayor.

Cllr Shepherd proposed Cllr Vijeh, seconded by Cllr Shearman

Cllr Sothern proposed Cllr Taylor, seconded by Cllr Lawson

A paper ballot was held which resulted in Cllr Taylor receiving the majority of votes, it was therefore **RESOLVED** that Cllr Taylor be appointed Deputy Mayor for the year to May 2013.

4. Apologies for Absence

Apologies received from Cllr Whaites.

5. Declarations of Interest

None

6. Appointment of Committees and Committee chairs

(a) Finance and Policy Committee

Cllr Goodall proposed Cllr Miller as Chair of the Finance and Policy Committee seconded by Cllr Pallister. There were no other nominations and it was RESOLVED that Cllr Miller be Chair of the Finance and Policy Committee for the year to May 2013.

(b) Open Spaces Committee

The following proposals for the Chair of Open Spaces Committee were received
Cllr Sothern proposed Cllr Goodall, seconded by Cllr Taylor
Cllr Austin proposed Cllr Pallister, seconded by Cllr Sainsbury
Following a vote it was RESOLVED that Cllr Goodall be Chair of the Open Spaces Committee for the year to May 2013.

(c) Planning Committee

The following proposal for the Chair of Planning Committee was received
Cllr Goodall proposed Cllr Vijeh, seconded by Cllr Pallister.
It was RESOLVED that Cllr Vijeh be the Chair of Planning Committee for the year to May 2013.

(d) Personnel Committee

The following proposal for the Chair of Personnel Committee was received
It was RESOLVED that Cllr Swann be the Chair of Personnel Committee for the year to May 2013.

(e) It was noted that at a future meeting Terms of Reference were needed and an Appeal Committee would need to be formed.

7. Appointment of Representatives to Outside Bodies

It was RESOLVED that the following members represent the Council on Outside Bodies for the year to May 2013

Christmas Lights – Cllr J Pallister

Chamber of Commerce – Cllr C Goodall, Cllr E J Taylor

Greenfyld School – Cllr P Whaites

Ile Valley Children's Centre – Cllr S Sainsbury

Iminster Education Foundation – Cllr S Shepherd, (Mr G Morgan)

Ile Youth Centre – Cllr P Burton

Iminster Forum – Cllr A Lawson

Iminster Tourism – Cllr L Vijeh

Meeting House – Cllr L Vijeh

MTIG- Cllr C Goodall, Cllr E J Taylor

SALC – Cllr D Miller, Mrs J Thorne, Mrs M Shelley

Swanmead School – Cllr R Swann

Twinning Association – Cllr J Sothern

Wadham School – Cllr S Shepherd

8. Appointment of Cheque Signatories

It was RESOLVED that the following members be appointed as Cheque Signatories for the year to May 2013; Cllrs Goodall, Miller, Shepherd, Swann, Taylor.

9. Inspection of deeds and documents

The Deputy Clerk informed members that the Council's deeds and documents were available for inspection at the Council Offices, upon request.

10. Minutes of the previous meeting

It was RESOLVED that the Minutes of the previous Meeting held on the 1 May 2012 be approved and signed as a true and correct record.

11. Matters Arising

Item 16 (b) – Hammerhead. Cllr Pallister had spoken to the site foreman but did not get a satisfactory answer. Cllr Goodall to investigate further.

12. Authorisation of Payments

It was RESOLVED that the accounts listed in the schedule, totalling £23, 421.57 be approved for payment.

13. Personnel Matters

The staff contracts of employment state:

'Additional Hours

If you are required to work more than your normal working hours servicing The Council and its committees or as The Council's representative at external events, you will under normal circumstances take time off in lieu at a time agreed between you and The Council, or be reimbursed at the normal NJC rate for these hours, if agreed in advance.

Exceptional additional hours required to be worked must be approved by The Council, or under delegated powers, by The Mayor, in advance.

Annual Leave

Holidays must be taken at times agreed with The Council. By mutual agreement no more than 5 days leave may be carried forward to the next leave year.'

As delegated powers had not been formalised by the Council, Cllr Miller proposed, seconded by Cllr Lawson and it was RESOLVED that the Mayor be given delegated power to approve overtime and holiday payments.

14. Action Plan

Item 2- Lower Cemetery wall

Cllr Miller reported that the excavation of soil had commenced and tree roots from the adjacent property had been exposed. He suggested Councillors visit the cemetery if possible.

Item 10 – Herne Hill Leaflet

It was agreed that the leaflet should be proof-read by Cllr Sainsbury and Cllr Vijeh. It could then be put through to the next stage of production.

Item 13 – Canal Banks

The Mayor reported that the overflow had been unblocked and was now draining successfully.

Item 20 – Appeal Committee

It was agreed to wait for draft procedures from SALC

15. Planning Application

(a) **12/00615/FUL Amended** – The erection of smoking shelter (Retrospective Application), Royal Oak, The Cross Ditton Street, Ilminster, Somerset, TA19 0EH.

The Council had no objections.

(b) **12/01485/FUL**- Alterations and conversion of barn to form 1 No. live-work unit with associated parking. Knott Oak, Townsend, Ilminster TA19 0JA.

The Council recommended refusal due to Highways concerns.

(c) **12/01621/FUL**- Alterations and erection of a two storey extension with balcony. 17 The Beacon, Ilminster TA19 9AH.

The Council had no objections.

16. Planning Decisions

12/00935/FUL – Alterations to include the installation of ventilation louvres. Telephone Exchange, Rutters Lane, Ilminster, Somerset TA19 9AN.

Permission granted by SSDC.

12/00841/ADV – Application to display 2 No. non illuminated fascia signs, 1 No. Non illuminated totem sign. Unit 3 Slape Industrial Estate Station Road Ilminster Somerset TA19 9BL.

Consent granted from SSDC.

17. Town Clerks Report and Correspondence

The Deputy Town Clerk reported of notice of temporary road closure.

A356 Broadshard Road, Broadshard Road to Furringtons Cross, North Street, Ashlands Road and Merriott Road, Crewkerne on 24 - 26 May 2012 (expected to last two days).

18. Programme of Meetings

Next cycle of meetings

29 May – Finance & Policy Committee Meeting

12 June – Open Spaces Committee Meeting

19 June – Council/grants

26 June – Council

It was agreed that item 19 be held in camera in view of the confidential nature of the business.

19. Skate Park

Funding for the Skate Park and MUGA was discussed. Cllr Miller proposed, seconded by Councillor Lawson it was RESOLVED that the chair of Open Spaces be given carte blanche to bring purchase of the Skate Park to a satisfactory conclusion.

The Meeting closed at 9.10 pm

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