

ILMINSTER TOWN COUNCIL MINUTES

Minutes of a meeting of the **TOWN COUNCIL** held in the Council Chamber, North Street Ilminster on Tuesday 18th June 2013 at 19:30hrs

Present

Chairman: Cllr E Taylor

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 S Storey, Cllr R Swann and Cllr L Vijeh

In Attendance: Mrs M Shelley (Deputy Clerk), Miss N McIntosh (Administrative Assistant)

Members of the Public: One Member of the Public attended the meeting briefly to enquire when the Monmouth Rebellion Board will be put back in its rightful site and suggested that the bin be re-sited. Suggestions were acknowledged and the attendee was informed the expected return was hoped to be by the end of the current year.

1. Apologies for absence

No apologies of absence were received.

2. Declarations of Interest

Name	Agenda No	Topic	Type of Interest	Nature of Interest
Cllr R Swann	9	Open Spaces Committee	Personal	Family member (son in law) involved
Cllr C Goodall	10	Finance & Policy Committee	Personal	Volunteer for Tourism
Cllr S Shepherd	10	Finance & Policy Committee	Personal	Chair of Tourism

3. Minutes

RESOLVED

(a) that the minutes of the meetings held on 14th May 2013 be confirmed as a correct record.

(b) To note the Action Plan relating to the Town Council Meetings.

4. Mayor's Announcements/Engagements

a) The Mayor informed Council that she had been considering her Civic Function for this year 2013/14 and asked for the Councils approval to hold a POP (Party on Park), comprising a public picnic with stalls run by local community groups, a tug of war and entertainment in the form of music between the hours of 12 pm and 8 pm on Sunday 25th August 2013 on the Recreation ground in the same area where the dog show and classic car show were previously held.

The Mayor reported that she hoped to invite as many groups, organisations, neighbouring towns and charities, to be involved, in order to give the community an opportunity to raise money for charity.

RESOLVED that:

- i) A maximum expenditure of £1,500 is used to subsidise POP for first aid, toilets, curtain lorry etc.

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- ii) Vehicles are permitted on the Recreation ground for the purpose of staging the event.
- iii) Drainage work at the Recreation ground to be delayed till September 2013.

b) Details of events that the Mayor had attended between 7th May 2013 and 18th June 2013 had been circulated with the agenda.

5. **Police Report**

The Council received a written report from PCSO Gareth Allington, on the activities in the area since the last report in May 2013.

6. **Report from County Councillors**

Somerset County Councillor Linda Vijeh, circulated a written report and notified Councillors that she hoped to submit a written report for future meetings.

Councillor Vijeh informed Council of the two schemes of Interest to local residents and reported on these:

- Promoting Health & Wellbeing – Councillor Vijeh has provisionally decided to designate £1000 to each of the five Schools in the division for a specific project, but is awaiting feedback on the intended plans.
- “Save to Spend Scheme” – Designed so a bid can be submitted for funds for projects to save money – purchasing strummers; storage for emergency supplies etc.

Councillor Vijeh congratulated Councillor Goodall as South Somerset District Council won both awards for Good Scrutiny award 2013 which comprised of two categories: Working together (Somerset Flooding Summit 20130 and Transforming Services (Council Tax Reduction a Local Scheme).

7. **Reports from District Councillor**

District Councillor Carol Goodall, circulated a written report at the meeting.

8. **Nominate Representatives to Outside Bodies**

The Council were asked to nominate a representative for Dementia Friendly Communities Ilminster. Cllr Sothern volunteered to be a representative.

9. **Open Spaces Committee Meeting**

The Chair of the Open Spaces presented the recommendations made from the Open Spaces Committee Meeting held on 21st May 2013.

- **Topographical Survey**

The Council went into closed session as the matter concerned and documents included confidential information.

The Council came out of closed session to vote.

provide an oral update on relevant matters and present recommendations made by the Committee meeting held on Tuesday **RESOLVED** that the Town Clerk has delegated authority, after consultations with the Chair of Open Spaces and the appropriate Officers at SSDC, to accept the best value quotation for the

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topographical survey, subject to references being obtained and assurances when considering price no detriment to the work being carried out.

- **Rebuilding the cemetery wall**

RESOLVED that the Town Council no longer asks for a contribution from the neighbours of the Cemetery, towards the costs of removing the Cemetery wall.

- **Removal of metal balance beam**

RESOLVED that:

- i) the metal balance beam at the Children's play area is removed due to health and safety reasons.
- ii) the Open Spaces Wardens replace the metal balance beam with a wooden balance beam to be designed and constructed by the Wardens.

10. Finance & Policy Committee

The Chair of the Finance & Policy Committee presented the recommendations from the meeting on 4th June 2013.

- **Grant Application**

RESOLVED that a revenue subsidy of £800 be made to Ilminster tourism, subject to the implementation of a service level agreement, between Ilminster Tourism and the Town Council.

- **Grant Applications**

RESOLVED that a grant of £955 be awarded to the 2381 Ilminster Air Training Corps for the purchase of first aid training equipment.

- **Peter Lacey Permanent Memorial**

RESOLVED that a donation of £10 be sent to the Chairman of SALC to be put towards the purchasing of a bench as a permanent memorial to Peter Lacey.

- **Market House – Selling Food**

RESOLVED that Axminster Tools have permission to cook and sell sausages in the Market House as part of a team building exercise, subject to them having the appropriate food hygiene certificates in place.

- **Ilminster Sports Initiative**

RESOLVED that the money in the Ilminster Sports Initiative Account be held until the Open Spaces review has been completed.

11. Planning Committee

The Planning Committee met on 14th May 2013, and there were no recommendations.

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12. Cardio Tennis

The Council considered a request to hold Cardio tennis sessions on the tennis courts of the Wharf Lane, Recreation Ground, for one hour per week initially, over a six week period as part of a government healthy lifestyles initiative.

RESOLVED to grant permission of use of the tennis courts for Cardio tennis sessions subject to the Town Council erecting a sign to notify the public, of available community use.

13. Media and Publicity Policy

The Council were asked to consider the adoption of a Media and Publicity Policy.

The Mayor reported that every Councillor can talk freely to the Media, provided it is made clear, it is a personal statement.

Any requests from the Media for a statement should be referred to the Mayor or Town Clerk.

RESOLVED to adopt the Media and Publicity Policy with amendments stated below
Amendments to be made, within the Media and Publicity Policy Procedures:

- **A) Requests from the Media**

- 3. The Mayor and the Town Clerk should be made aware of the broad content of any response, prior to its release.

- **B) Response to Media Articles, published letters, on-line comments, tweets, facebook items**

- 5. The Mayor and Town Clerk should be made aware of the broad content of any response where they were not involved in its preparation, prior to its release.

14. Reports from Representatives on Outside Bodies.

Chamber of Commerce - Councillor Taylor reported that the First Monday Meetings have been moved to the second Monday of the Month, for the period of 1 hour.

Councillor Taylor informed the Council that they had received excellent feedback concerning the Town Crier.

15. Authorisation of Payments

RESOLVED that the accounts listed in the schedules presented to the Council, totalling £42,171.16, be approved.

The meeting closed at 21:17hrs.

Chair's Signature & Date

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