

Minutes of the Full Council Meeting held on
15th November 2022 at 19.30hrs, in the **Council Chamber, Council Offices,**
North Street, Ilminster, TA19 0DG

Chair: Cllr L Taylor

Committee: Cllr P Burton, Cllr M Gunn, Cllr B Hamilton, Cllr M James, Cllr B Jenner-Hurford, Cllr V Keitch, Cllr I Mackillop, Cllr S Osborne, Cllr D Paul, Cllr P Sellers, Cllr A Shearman, Cllr S Shepherd, Cllr N Tinson, Cllr L Wilcock

Officers: M Tredwin (Town Clerk), J Earp (Deputy Town Clerk and RFO), V Freeman (Administration Officer)

In attendance: 1 member of the public

2022-0146-TC Public Forum

Tim Browning addressed members regarding the tree in the river near the Rose Mills Industrial Estate. Mr Browning has contacted the Environment Agency regarding the tree and asked if the council have received a date for its removal. He acknowledged that there have been issues contacting/receiving a reply from the landowners to gain permission to access the area. Mr Browning is concerned that the surrounding land is at risk of flooding, should we have a spell of heavy rain.

The Town Clerk advised Mr Browning that whilst the Town Council have no remit over the issue, it is the Environment Agency's responsibility, officers are doing what they can and trying to assist in finding a resolution.

Mr Browning also updated members that the area around the former Methodist Church on West Street has become very overgrown and not cared for, although the church is no longer used, it could be used as a public space.

Cllr Keitch advised Mr Browning that she would contact the Listed Buildings Officer at South Somerset District Council and advise him of the situation.

2022-0147-TC Apologies for Absence

There were no members absent.

2022-0148-TC District and County Councillors Report

Members **NOTED** the County and District Councillors reports.

2022-0149-TC Declarations of Interest

Cllr Hamilton declared an interest in Agenda item 15 Judicial Review and agenda item 17 Library Grant

Cllr Shepherd declared an interest in Agenda item 15 Judicial Review

Cllr Keitch declared an interest in Agenda item 15 Judicial Review

Cllr Osborne declared an interest in Agenda item 15 Judicial Review

2022-0150-TC Dispensations

There were no dispensations requested or granted



2022-0151-TC Minutes – Town Council

Members **RESOLVED** unanimously that the Minutes from the meeting held on 18th October 2022 as a correct record.

Proposer Cllr Shearman **Seconded** Cllr Shepherd

2022-0152-TC Minutes – Planning, Highways and Transport

Members **NOTED** the Minutes from the meeting held on 1st November 2022.

2022-0153-TC Police Report

No police report was provided.

The Town Clerk updated members that Sgt Flint has advised that he will attend a future meeting to answer questions from members.

2022-0154-TC Mayor/Deputy Mayors reports

Members **NOTED** the Mayor and Deputy Mayor's reports

2022-0155-TC Councillor Representatives of external organisations

Members **NOTED** the report.

Cllr Shearman advised that he wished to stand down from being the Swanmead School representative.

The Town Clerk advised members of the change of school name from Greenfylde/Swanmead to Herne View and of appointing a new representative, if required, would be added to the agenda of a future meeting to be reviewed.

Cllr Keitch enquired why the Ilminster Literacy Festival no longer required a Council representative, officers will investigate this.

The Town Clerk reminded members that the Councillor Representatives of external organisations is reviewed annually.

2022-0156-TC Draft Budget 2023/2024

Members **NOTED** the draft budget and to provide amendment suggestions to officers by the 10 December 2022 ready for approval at the January Full Council meeting once the tax base information has been provided.

Members described the budget as well crafted, affordable, and prudent.

Members discussed that the precept will be paid as one payment in April from 2023 and due to the amount, it would be prudent to hold it in our reserves.

The Town Clerk asked members to contact him by 10th December with any alterations so the budget can be prepared for consideration at the 17th January 2023 meeting.

2022-0157-TC Income and Expenditure report

Members **NOTED** the income and expenditure report as of 31st October 2022.

2022-0158-TC Schedule of Payments

Members **RESOLVED** by 14 votes for and 1 abstention to agree the payments for October 2022.

Proposer Cllr James **Seconded** Cllr Jenner-Hurford



2022-0159-TC Clerk's Update

The Town Clerk updated members on the Cricket Club lease.

The bus shelter now has a temporary roof, we are waiting for the company to provide a permanent fix.

The Recreation Ground Users Group are in the process of arranging their first meeting, Councillor members are Cllr James, Cllr Sellers and Cllr Osborne.

The Mayors board in the chamber has been updated.

The Town Clerk thanked Cllrs Osborne, Keitch and Hamilton for their assistance with the Resilience Working Group.

Members were updated on the role of a Highways Steward and working with other local Councils.

The tennis court agreement should be available at the end of November.

2022-0160-TC Judicial Review

Members **NOTED** the report.

Cllr Keitch was asked about the response from South Somerset District Council.

Cllr Keitch advised members that SSSDC were disappointed with the result, and they were considering their options.

2022-0161-TC Members surgeries

Members discussed holding monthly members surgeries, discussions included the location, Herne View Annex was a popular location as it is accessible, it would be a great way to interact with residents, a rota of 2 councillors every month, it could be reviewed after 6 months as some members were concerned there may be low resident attendance.

Members **RESOLVED** by 8 votes for, 5 against and 2 abstentions that the surgeries run from 10-30 hrs to 11-30 hrs every third Saturday of the month with each member of the council conducting two surgeries in the first 15 months

Proposer Cllr Sellers **Seconded** Cllr Hamilton

2022-0162-TC Library Grant

Members discussed the request from Somerset County Council for a £5000 grant. Discussions included that the library needs the Town Council's support, residents use the library for many different reasons, it could also be classed as a warm space.

Members asked if the grant could be requested via the grant policy process, the Town Clerk advised members the request is a service level agreement as opposed to a grant application.

Members **RESOLVED** by 14 votes for and 1 abstention to agree to the request for a £5,000 contribution towards the Ilminster Library for 1st April 2022 to 31st March 2023.

Proposer Cllr Burton **Seconded** Cllr Wilcock

20.31 Cllr James left the chamber

20.35 Cllr James returned to the chamber



2022-0163-TC Somerset Emergency Community Contacts (SECC) - Somerset Local Authorities Civil Contingencies Partnership (SLACCP)

Members discussed the report, discussions included that we need members of the community to be involved.

Members **RESOLVED** unanimously to establish a Resilience Working Group consisting of Cllr's Taylor, Hamilton, Keitch and Osborne who along with the clerk will submit the names of three people willing to act as emergency contacts for the SECC Database.

Proposer Cllr Hamilton **Seconded** Cllr Osborne

2022-0164-TC Coronation Saturday 6th May 2023

Members **RESOLVED** unanimously to form a working group to establish and coordinate activities to be held on Coronation Day.

Proposer Cllr Paul **Seconded** Cllr James

Members **RESOLVED** by 14 votes for and 1 abstention to move £5,000 from General Reserves to use for Coronation activities.

Proposer Cllr Paul **Seconded** Cllr James

Cllrs Shepherd, James, and Hamilton will form the working group.

2022-0165-TC Neighbourhood Plan

Members discussed the progress of the Neighbourhood Plan.

Discussions included the Plan has to be with the Inspector by Friday 18th November and they will then have 6 weeks to look at it. The Neighbourhood Plan group have arranged a meeting for December to discuss plans for promoting the Neighbourhood Plan Referendum, how the plan will benefit the town.

Members **RESOLVED** by 13 votes for, 1 against and 1 abstention to accept the amendments suggested by the Inspector and incorporate them into the revised Neighbourhood Plan document submitted by the Neighbourhood Plan Steering Group.

Proposer Cllr James **Seconded** Cllr Burton

20.57 Cllr Paul leaves the Chamber

20.59 Cllr Paul returns to the Chamber

2022-0166-TC Cost of Living Crisis

Members **NOTED** the report

2022-0167-TC Future of Local Government in Somerset

Members **NOTED** the report.

Cllr Keitch updated members on her recent visit to Exmoor to see how the LCN was working in practice.

Exmoor have a Highways Steward with 30 parishes working together.

Not everything will be in place for 1st April, but the new authority will be safe and legal.

There has recently been a Local Government Association peer review.

Cllr Osborne advised members that HR for the new council is a very technical process.



Cllr Keitch asked for understanding when ringing/emailing SSDC as the staff are under a lot of pressure trying to provide current services whilst preparing for the new authority.

2022-0168-TC Replacement Doors for the Public Conveniences

This item was moved to exempt business

2022-0169-TC Staffing Report

This item was moved to exempt business

2022-0170-TC Exempt Business

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 excluded while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960
Proposer Cllr Osborne **Seconded** Cllr Tinson

2022-0171-TC Replacement Doors for the Public Conveniences

Members discussed the quotes.

Members **RESOLVED** unanimously to accept proposal B put forward for replacement doors for the public conveniences on the recreation ground subject to the condition that the quote is a fully inclusive price.

Proposer Cllr Shepherd **Seconded** Cllr Tinson

2022-0172-TC Staffing Report

A Members **NOTED** the increase of staff member 5 from SCP 19 to SCP 20 upon successful completion of his Annual Appraisal in line with his contract of employment with effect from 1 September 2022.

B Members **RESOLVED** unanimously to accept the information provided regarding salaries and agree the National Pay Award for 2022-23 be applied to all members of staff with backdated amounts paid in the December 2022 pay run.

Proposer Cllr Wilcock **Seconded** Cllr Shearman

C Members **RESOLVED** unanimously to approve the closure of the Council offices from 1pm on Friday 23 December until Tuesday 3 January 2023.

Proposer Cllr Jenner-Hurford **Seconded** Cllr Shearman

D Members **NOTED** that the December Full Council will be cancelled and that the Clerk will take 5 days study leave to work on his professional qualification.

Meeting ended at 21.42

