

Minutes of the Full Council Meeting held on
17th January 2023 at 19.30hrs, in the **Council Chamber, Council Offices,**
North Street, Ilminster, TA19 0DG

Chair: Cllr L Taylor

Committee: Cllr P Burton, Cllr B Hamilton, Cllr M James, Cllr B Jenner-Hurford, Cllr I Mackillop, 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: 2 members of the public

2022-0185-TC Public Forum

Sergeant George Flint and PCSO supervisor Caroline Matthews updated members on the changes within the local policing team. The changes are due to more people joining the team and they are unable to continue to use the current premises as it is not fit for purpose. All officers will start from Chard at the beginning of their shift and the public should not notice any major changes. They are looking to locate a drop-in centre in Ilminster town centre, and when they have found a location, they will let residents know and they will be able to arrange regular days/times for people to drop in. They are also looking to arrange with Highways for a police parking bay within the town centre area. The changes will offer more flexible policing of the area. On the neighbourhood policing side, which will cover Chard, Ilminster, Crewkerne and South Petherton, there will be 6 beat managers and 9 PCSOs (they currently have 7 and are recruiting at the moment). Ilminster's Beat Manager will be PC Richard Milton and PCSO Wesley Ashbrook.

2022-0186-TC Apologies for Absence

Cllr Gunn – Business commitments
Cllr Osborne - Personal reasons
Cllr V Keitch – Personal reasons

2022-0187-TC District and County Councillors Report

Members **NOTED** the District Councillors reports.

2022-0188-TC Declarations of Interest

Cllr Shepherd declared an interest in Agenda item 22 and 24 Ilminster Tennis Courts as a trustee of the IEF (landowners).
Cllr Hamilton declared an interest in Agenda item 22 and 24 Ilminster Tennis Courts as he knew an employee of the LTA.

2022-0189-TC Dispensations

There were no dispensations requested or granted.



2022-0190-TC Police Report

Sergeant Flint updated members of the latest crime figures.

In the last rolling 12 months there have been 382 recorded incidents in the Ilminster beat area, which is a reduction of 6.8% on the previous year and there have been 249 recorded incidents of anti-social behaviour, which is a reduction of 18.6% on the previous year.

2022-0191-TC Minutes – Town Council

Members **RESOLVED** by 10 votes for that the Minutes from the meeting held on 20th December as a correct record.

Proposer Cllr Wilcock **Seconded** Cllr Shearman

2022-0192-TC Minutes – Planning, Highways and Transport

Members **NOTED** the Minutes from the meeting held on 10th January 2023

2022-0193-TC Minutes – Resources

Members **NOTED** the Minutes from the meeting held on 10th January 2023

R22-038 Purchase of Tablets

a) Members **RESOLVED** by 6 votes for and 1 abstention to recommend to Full Council that officers are delegated authority to source 2 Android tablets in collaboration with the Chair of Resources.

A Members **RESOLVED** 9 votes for and 2 against that officers are delegated authority to source 2 Android tablets in collaboration with the Chair of Resources.

Proposer Cllr Shepherd **Seconded** Cllr Hamilton

b) Members **RESOLVED** unanimously to recommend to Full Council officers upload all reports and agendas for meetings to a central cloud location for access by all members.

B Members **RESOLVED** by 11 votes for, officers to upload all reports and agendas for meetings to a central cloud location for access by all members.

Proposer Cllr Tinson **Seconded** Cllr Hamilton

c) Members **RESOLVED** unanimously to recommend to Full Council that once the tablets have been purchased and the cloud document storage has been implemented that the Council commits to a paperless stance for member copies (unless circumstances call for paper copies).

C Members **RESOLVED** by 10 votes for to 1 against, that once the tablets have been purchased and the cloud document storage has been implemented that the Council commits to a paperless stance for member copies (unless circumstances call for paper copies).

Proposer Cllr Jenner-Hurford **Seconded** Cllr Hamilton

R22-039 Cemetery Lodge

Members **RESOLVED** unanimously to recommend to Full Council that a working group of up to 5 members is formed to come up with viable options for the future use/uses for Cemetery lodge and report back their findings at the first meeting after the start of the new financial year.

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Proposer Cllr Hamilton **Seconded** Cllr Shepherd

The members of the working group will be Cllr Jenner-Hurford, Cllr Burton, Cllr James, Cllr MacKillop and Cllr Hamilton.

R22-041 Iminster Community Website

Members **RESOLVED** unanimously to **RECOMMEND** to Full Council to support, as a potential consultee, the project put forward by Iminster Experience CIC, and for them to produce further detailed information on how the sustainability of the website would be maintained and funded in the future.

- E** Members **RESOLVED** by 11 votes for, to support as a potential consultee the project put forward by Iminster Experience CIC, and for them to produce further detailed information on how the sustainability of the website would be maintained and funded in the future.

Proposer Cllr Hamilton **Seconded** Cllr Taylor

R22-044 Tuck Shop

Members **RESOLVED** unanimously to **RECOMMEND** to Full Council to advertise the Recreation Ground kiosk for use as a tuckshop pending any legal implications being satisfactorily resolved.

- F** Members **RESOLVED** unanimously to advertise the Recreation Ground kiosk for use as a tuckshop pending any legal implications being satisfactorily resolved.

Proposer Cllr Burton **Seconded** Cllr Jenner-Hurford

R22- 046 Civility and Respect – Councillor and Officer Protocol

Members **RESOLVED** to recommend to Full Council to adopt the Councillor and Officer Protocol along with any amendments proposed by the Resources Committee on the 10 January 2023. A copy of the Protocol to be included with the Minutes of the Resources Meeting

- G** Members **RESOLVED** by 11 votes for, to adopt the Councillor and Officer Protocol along with any amendments proposed by the Resources Committee on the 10 January 2023. A copy of the Protocol to be included with the Minutes of the Resources Meeting

Proposer Cllr Jenner-Hurford **Seconded** Cllr Sellers

2022-0194-TC Councillor Representatives of external organisations

Members **NOTED** Cllr Taylor's report regarding the Warehouse Theatre. Cllr James apologised there was no Chamber of Commerce report, and he will prepare a report for the Annual Community Assembly.

2022-0195-TC Budget 2023/2024

Members discussed the budget report.

Discussions included that the proposed figure was a cut in real terms, it was the least we can do for the community in the current economic situation, and we have reserves if needed.

- A** Members **RESOLVED** by 11 votes for a Precept of £379,231 be approved for the Financial Year 2023-24 in accordance with the spreadsheet Appendix 11A

submitted to the meeting. The figures being agreed in the Column "Proposed Budget 2023-24".

Proposer Cllr Sellers Seconded Cllr Wilcock

B Members **RESOLVED** by 11 votes for, that estimated Earmarked Reserves totalling £317,552

Proposer Cllr Wilcock Seconded Cllr Sellers

2022-0196-TC Income and Expenditure report

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

2022-0197-TC Schedule of Payments

Members **RESOLVED** unanimously to agree the payments for November and December 2022.

Proposer Cllr Shearman Seconded Cllr Jenner-Hurford

2022-0198-TC Interim Audit Response

The Mayor thanked the Deputy Clerk/RFO and the team for all their hard work.

Members **NOTED** the Interim Internal Auditor's report.

2022-0199-TC Clerk's Update

Members **NOTED** the Clerk's update report.

The Councillor surgeries have been advertised on Facebook, our website, noticeboard and in the local press.

The clerk has had a productive meeting with a representative from highways who advised on the drain clearing/jetting process. The contractors are sometimes unable to access a drain if there is a car parked over it, they will return another time.

Members were advised to contact the office with the exact location of any drain that has been missed and it can be reported.

Members and residents were encouraged to report highway/drain issues via www.fixmystreet.com.

2022-0200-TC Standing Orders amendment.

Report 16B was withdrawn before the meeting commenced.

The clerk advised members that NALC had issued a new Standing Order model that will be incorporated when they are reviewed again in May.

Members **RESOLVED** to approve the Standing Orders as per the amendments considered in Draft Version 22-23/2 considered at the meeting.

Proposer Cllr Sellers Seconded Cllr Hamilton

2022-0201-TC Crosscut Shredding contract.

Members **RESOLVED** unanimously to approve a rolling 30-day contract with Crosscut Shredding to shred the office confidential documents.

Proposer Cllr Hamilton Seconded Cllr Shearman

2022-0202-TC Coronation Saturday 6th May 2023

Members **NOTED** the report.

Members **RESOLVED** unanimously to allow the Coronation Group to coordinate events over the whole of the Coronation weekend, beginning Friday 5 May 2023 and ending Monday 8 May 2023.



Proposer Cllr Taylor Seconded Cllr Hamilton

2022-0203-TC Neighbourhood Plan

Cllr Shepherd updated Members of the progress on the Neighbourhood Plan. The NH Plan has been sent to the Examiner, who will send it back to SSDC within 30 days.

There are still some issues to resolve concerning the appendices.

Thank you to Cllr Gunn, Henrietta Van Den Burgh and Annie Murdoch who have been working tirelessly to resolve the errors on the plan.

2022-0204-TC Cost of Living Crisis

The Mayor, Cllr Taylor, updated Members on the 2 warm space areas in Ilminster. The library and the Minster Rooms.

The Mayor visited the Minister Rooms on Sunday, and there were about 30 people attending, an increase on the first week. They had received donations of cakes from local people. The Mayor encouraged her fellow Councillors to also call in on a Sunday afternoon as her visit was very much appreciated.

The Food Bank have been receiving an increased number of requests for food parcels, they are currently able to keep up with the demand and thanked the Town Council for their monthly donations.

SCC and SSDC are making available infra-red cameras so that residents can see the areas that heat is escaping from their homes. They do not currently have the cameras at Ilminster library, but they can arrange for one to be available if you visit them.

2022-0205-TC Future of Local Government in Somerset

Members **NOTED** the report.

Members was advised that the LCN boundaries are still flexible and under review.

2022-0206-TC Ilminster Tennis Courts

Members **RESLOVED** unanimously to move this Agenda item to Exempt Business.

Proposer Cllr Tinson Seconded Cllr Hamilton

2022-0207-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 Hamilton Seconded Cllr Sellers

2022-0208-TC Ilminster Tennis Courts

Members **NOTED** the report.

Due to his declaration of interest, Cllr Shepherd did not take part in the discussions and abstained during the vote.

Members **RESOLVED** by 6 votes for, 5 against 1 abstention to delegate officers to work with the Lawn Tennis Association and South Somerset District Council (SSDC) to resurface the Ilminster Tennis Courts using a combination of Government Funding allocated to the LTA and South Somerset District Council.

The final contract to be brought to the Council for ratification and signing. To agree setting aside £10,000 per annum for the next five years in the Annual budget for any future tennis court refurbishments and maintenance.
Proposer Cllr Taylor **Seconded** Cllr Hamilton

Meeting ended at 21.23

Chairman

Date