

Minutes of a meeting of the **Town Council Meeting** held in the Council Chamber, Ilminster on Tuesday 22nd July 2014 at 19:30hrs

Present:

Chairman: Cllr E Taylor

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

In Attendance

Officers: Miss N McIntosh (Administration Assistant), Miss J Norris (Town Clerk)

3 members of the public attended the meeting; 1 spoke in the public participation section, the other 2 spoke immediately before the Open Spaces Review item.

Speaker 1

- A representative for the Fair Trade Steering Group thanked the Town Council for discussing the potential to become Fair Trade Town at the meeting held on the 24th June 2014 and said that the Fair Trade Steering Group hoped that the Council would accept the wording of the Proposal to be presented to this meeting.

208. Apologies for absence

Apologies for absence were received from Councillors Shepherd and Sothern.

209. Declarations of Interest

Name	Agenda Item	Minute No	Interest	Nature of Interest	Action
Cllr Pallister	12d Open Spaces Review - Proposal for moving the Cricket Square	219d	Personal	Volunteer for the Cricket Club – grounds and general maintenance	
Cllr Shearman	12c Open Spaces Review - Sports Initiative Money	219c	Personal	bought a brick	Spoke and voted on the item
Cllr Storey	12b – Open Spaces Review – moving forward with regard to football facilities	219b	Personal	Children involved in football	Spoke and voted on the item
Cllr Taylor	12c Open Spaces Review - Sports Initiative Money	219c	Personal	Bought a brick	Did not vote

210. Minutes

RESOLVED

- (i) that the minutes of the meeting held on 24th June 2014 be confirmed as a correct record subject the amendments as below.
 - Minute No.195 being amended to state why the Town Crier wished to be officially endorsed by the Town Council
- (ii) to note the office action plan relating to Town Council meetings.

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211. Mayor's Announcements/Engagements

- a) The Mayor made the following announcements relevant to Town Council and Mayoral activities and engagements.
- There is likely to be a fund that Ilminster business can apply to when new road is re-opened to assist Ilminster to market itself as "open for business" - bids will have to be submitted by a group rather than individual businesses.
 - The Mayor had met with representatives of South Somerset District Council and the Somerset Education Authority to discuss future education provision in Ilminster. The meeting was in the context of the emerging local plan and the number of newly approved and potential planning applications for dwellings. The Mayor will present a written report of the meeting to a future Town Council meeting.
- b) The Mayor's engagements between 24th June 2014 and 22nd July 2014 were circulated with the agenda.

212. Public Transport Information Presentation

A presentation was given by Mr Lewis Trahar, an Ilton Parish Councillor, regarding making Public Transport Information available on the internet.

Issues discussed:

- A link from Town Council website to the page
 - The difficulties of currently obtaining useful and accurate timetable information
 - The potential cost to the Council of the website proposed by Mr Trahar
- Resolved** to support the proposal of a 6 month trial period, as far, as legally possible.

213. Police Report

Ilminster Beat Report June 2014 – PC Andy Stuart gave a report on Policing in Ilminster

Issues discussed included:

- Concern that anti social behaviour problems are moving from the Wharf Lane Recreation Ground to Winterhay Recreation Ground
- Under-age drinking is still happening as has been witnessed and seems to be that persons over 18 years of age are purchasing the alcohol and then passing it on to minors
- Members of the public can report non emergency incidents anonymously by both email and the 101 telephone number.
- An action arising from the recent Partners And Communities Together (PACT) meeting is that Cllr Keitch (from the Town Council), a representative from Yarlington Housing and a PCSO will visit residents who live close to the Wharf Lane Rec to talk about reporting anti social behaviour.

214. Reports from District Councillors

Councillor Goodall gave Council members an update on

- A letter from the Local Plan Inspector hearing has been received. – Wincanton and Castle Cary are specifically mentioned but not Ilminster
- Persimmons have started to clear on gullies on their developments
- South Somerset District Council are organising free play day events in July, August and September. The events in Ilminster will be held on the Recreation Ground, on the following dates 24th & 31st July and the 7th August.

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215. Report from County Councillor for Ilminster

Councillor Vjeh submitted a written report for June which was circulated with the Clerks Update 13/14.

- The possibility of bunkers under the road has been reported to SCC
 - The County Councillor is allocated a Health and Wellbeing budget of £5000 and she is in discussions to use the money to provide first aid training; initial findings suggest that the funding would train over 300 people
 - Local residents had approached the County Councillor regarding to investigate the implementation of Residents Parking Permits
 - SCC have no control over roads closures needed for utility works.
- The County Councillor was thanked for her update and in particular her support regarding flooding issues.

216. Reports from Representatives on Outside Bodies

The Council received reports from Representatives on Outside Bodies which included the following:

A) Making It Local - Councillor Keitch provided an oral report, from which the key points were:

- the new funding stream is to raise business performance and connect communities and make the most of resources.
- Possibility for Ilminster to make bid for part of the 1.7m funding to be spread across Devon and Somerset
- A local meeting has been held with the Chamber of Commerce and the Energy Centre to seek ideas for a project bid

B) Chamber of Commerce – Councillor Goodall reported a social evening was held in place of the normal meeting, so nothing to report.

C) Fair Trade Steering Group – Councillors Keitch & Storey provided an oral report
Issues discussed included:

- The recent meeting discussed lots of ideas of how Ilminster could become a Fairtrade Town; the next meeting is to be held Thursday 24th July 2014.

217. Fair Trade

Councillor Keitch proposed a motion, the wording of which had been suggested by the Fairtrade Steering Group to support Ilminster becoming a Fair Trade Town.

RESOLVED that:

- (i) That is council supports the principle of Fairtrade.
- (ii) That the council will actively encourage the use and sale of FAIRTRADE products throughout the town, and their use within council offices and at events involving the council.
- (iii) That a Councillor, or Councillors, will be nominated for co-option to the Steering Group to encourage and assist their campaign and to act as liaison between the group and the council.

218. Community Resilience Store

A report was circulated providing options for the location of Ilminster Community Resilience Stores.

Issues discussed included:

- Accessibility to the locations in bad weather conditions
- Security

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- (i) To rent a garage at Blackdown View from Yarlington Homes to act as a Community Resilience Store on the north side of the town at a cost of £8.55 per week (£443.04 per annum).
- (ii) To rent one storage area offered in an outbuilding at Vaughan Lee House for use as a Community Resilience Store for the south side of the town at a cost of approximately £25 per week (£300 per annum).
- (iii) That two Flood Co-ordinators be appointed to hold keys to the Community Resilience Stores and liaise with Flood Wardens.
- (iv) That adverts be placed on the Town Council's website, notice board and in the local press for volunteers to be appointed as Flood Wardens for each location of risk.

Note: Councillors Taylor and Shearman volunteered to be Flood Co-ordinators

NB: Council went out of session at 21:05hrs to enable Football Club representatives to address the meeting.

The Football Club representative reported the Club's development affects approx 500 people associated with the Club. There are numerous football teams embracing a wide age range, and male and female teams as well as a disabled team. The Football Club have devised a 5year plan to develop the club's facilities and activities. Their vision includes being a community focal point, increasing users and accessibility.

The Football Club would like the Town Council to own the proposed Football Club facility and lease it to the Football Club upon completion, they will however do all the preparation needed for grant applications and planning permissions; such an arrangement would mean that the VAT could be reclaimed by the Council enabling the entire project to be undertaken by a contractor rather than as a football club "self build project.

Issues discussed following the address by the representatives included:

- Sources of funding already confirmed to the Football Club and sources which have indicated a willingness to offer a grant
- The need to ascertain the grant funding position of the Gooch Trust should the Council agree to own the building
- The need for grounds maintenance and building maintenance plans
- The Football Club is drafting a fall-back plan

NB: Council went back into session at 21:15 hrs.

219. Open Spaces Review

A) SSDC Officer's recommendations on the allocation of S106 money

Issues discussed during consideration of this agenda item included:

- The need for the Town Council to have a clear set of criteria against which any application can be assessed
- That any criteria adopted by the Town Council should complement that used by South Somerset District Council

RESOLVED that any application for S106 money should be assessed against the following criteria:

- (a) Does the project deliver part of an agreed master plan or any other Council priority?
- (b) Is there a need – local or strategic?
- (c) How many people will benefit from the project?
- (d) Has the applying organisation secured other funding towards the project – What amount and percentage of the total project cost?
- (e) Are the proposals approved by the applicant's national governing body?

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- (f) Is the project fully accessible by all members of the community?
- (g) Is the project required for health and safety reasons?
- (h) Has there been consultation with members of the public or have members of the public informed the project?

B) Moving forward with regard to football facilities

Issues discussed during consideration of this agenda item included:

- The estimated project cost of £619,025 (Incl VAT) is for the build cost of a new club facility and provision of a new main football pitch
- The estimated cost does not include moving the second cricket square – the intention is to apply for s106 funding for this work
- The documents required to submit a planning application are scheduled to be completed by September 2014
- Should the Town Council own the building the Town Council would need to consider the tenants responsibility for maintenance and repairs and the provisions included in any lease

RESOLVED that

- (a) The Town Council will submit an application to South Somerset District Council for capital funding for the new Football Facilities project
- (b) That subject to the Football Club undertaking all the preparation work for grant funding bids and planning permission the Town Council will take ownership of the new Football Facilities building and upon completion of the building will lease it to Iminster town Football Club.

220 Extension of Meeting Duration

At 21:58 hrs. in accordance with Standing Order 1Z

RESOLVED to extend the maximum duration of the meeting by 30 minutes

Open Spaces Review Cont

221. C) Sports Initiative Money

Issues discussed included:

- That the sports initiative was to provide a sports facility / building on the recreation area

RESOLVED that the money being held by the Town Council for the Football Sports Initiative is re-allocated to the Open Spaces Review and ring-fenced for spending on the provision of new football facilities.

NB: Cllrs Shearman and Taylor declared a personal interest in this item.

D) Proposal for moving the cricket square

Issues discussed included:

- Funding for moving the cricket square

RESOLVED that the soil test and analysis of the existing square and proposed new location is undertaken as soon as possible.

E) Trial of tuck shop on recreation ground

Issues discussed included:

- The Town Council's Open Spaces consultation indicated support for refreshments to be available on the recreation ground
- The Play and Paths Sub Group (of the Open Spaces Review Group) had considered the idea of a kiosk using the existing storage area at the end of the toilet block. Advice had been

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sought from South Somerset District Council Environmental Health and Planning departments.

RESOLVED that the current storage area in the toilet block at the Wharf Lane Recreation Ground but converted to a refreshment kiosk at a maximum cost of £2,500.

222. Internal Auditor's Written Report

The Council considered the response to the Internal Auditor's report.

RESOLVED that all the recommendations in the report from the Internal Auditor are accepted.

223. Council Office Accommodation

Due to time constraints, this item was deferred until the next scheduled Council meeting.

224. Project Plan

Due to time constraints, this item was deferred until the next scheduled Council meeting.

225. Poll Cards

The Mayor asked the Council to formally ratify the informal decision made on 22 July 2014 to request the District Council to issue poll cards for the by election of a Town Councillor on 31 July 2014.

RESOLVED that the Town Council request the District Council to issue poll cards for the by election of a Town Councillor on 31 July 2014.

226. Authorisation of Payments and Notification of Virements

The Schedule of Payments for authorisation was circulated with the agenda for Council's approval.

RESOLVED that the accounts listed in the schedules presented to the Council totalling £3,904.81 be approved.

227. Clerk's Updates

The Updates sent by email since the last Council agenda was published were listed on the agenda. No questions or comments were raised.

228. Extension of Meeting Duration

At 22.29 hrs. in accordance with Standing Order 1Z

RESOLVED to extend the maximum duration of the meeting by 30 minutes

229. Exclusion of the Press and Public

RESOLVED to exclude members of the public and press present, due to the confidential nature of the business to be transacted.

230. Hammerhead Land

The Town Clerk gave an oral update on recent correspondence regarding the Hammerhead land.

RESOLVED that the Town Clerk is given delegated authority to progress the actions regarding the Hammerhead in accordance with the project plan and the agreed financial limits.

231. The Cemetery – Legal Action

The Town Clerk provided an oral update which stated that the Council's defence had been lodged.

The meeting closed at 22:36 hrs.

Chair's signature and date