

Minutes of a meeting of the **Town Council Meeting** held in the Council Chamber, Ilminster on Tuesday 23<sup>rd</sup> September 2014 at 19:30hrs

**Present:**

Chairman: Cllr E Taylor

Councillors: Cllr C Goodall, Cllr V Higgins, Cllr V Keitch, Cllr A Lawson, Cllr D Miller, Cllr R Neave, Cllr A Shearman, Cllr S Shepherd, Cllr S Storey

**In Attendance**

Officers: Miss J Norris (Town Clerk)

County Councillor: Linda Vijeh

Police Officer: PC Andy Stuart

1 member of the public attended the meeting.

**Speaker 1**

- At the request of the correspondent, who was attending the meeting, the Mayor read out a letter which contained the following: *“With 9.5 million people already benefitting from the ‘20s Plenty’ traffic calming initiative and a further 5 million people with local authorities in the process of introducing it – Would the Town Council consider approaching SCC Highways to adopt a scheme with signage in all Ilminster’s residential streets?”*  
The Mayor said that the matter would be raised at a meeting with SCC Highways which had a provisional date of 17 October 2014.

**252. Suspension of Standing Orders**

**RESOLVED** to suspend Standing Order 1m which relates to photographing, recording, broadcasting or transmitting the meeting.

**253. Apologies for absence**

Apologies for absence were received from Councillors Austin, Burton, Pallister, Sothern and Swann.

**254. Declarations of Interest**

No declarations of interest were made regarding agenda items at this point in the meeting

**255. Minutes**

**RESOLVED**

- (i) that the minutes of the meeting held on 19<sup>th</sup> August 2014 be confirmed as a correct record, subject to recording the County Councillor as being present
- (ii) to note the office action plan relating to Town Council meetings.

Points raised during consideration of the office action plan included:

- That South Somerset District Council are currently developing the applications for the Capital Grant and S106 requests regarding the football facilities
- Action on rural planning chaos letter would still be relevant
- Cheque from Devon & Somerset Fire and Rescue for has been received for the contents of the Resilience Stores
- Contractors undertaking work flood prevention work have started work at the former Horlicks site
- The management company for the housing development etc. in the Riec Sur Belon area now has an arrangement with SSDC for grounds maintenance.
- The path referred to in item 23 of the action list is the path alongside the petrol filling station (not the car retailer) which links to Canal Way via Carnival Close; it is believed that this path is still owned by the developer

Chair's Initials

## **Ilminster Town Council, Minutes 23 October 2014**

and their responsibility regarding maintenance as it does not meet the standards required by South Somerset District Council for adoption.

### **256. Mayor's Announcements/Engagements**

- a) The Mayor made the following announcements relevant to Town Council and Mayoral activities and engagements.
- Town Council Calendar of Meetings – In December 2014 all meeting will be moved 1 week forward to avoid having a meeting in the week of Christmas. A new calendar will be issued shortly
  - A letter had been published in the Chard & Ilminster News from Mr Sainsbury about the Open Spaces Review and she would like to publically clarify two matters raised in the letter:
    - Section 106 money had not been requested for the provision of the tuck shop,
    - Mr Shepherd, the Cricket Club's representative on the Open Spaces Review Group had said at a Review group meeting that the Cricket Club would no longer be participating in the review but the Mayor was pleased to learn that the Cricket Club was still involved
  - A reminder was given that all Councillors are invited to attend the Remembrance Service Civic Service on 9 November at 3pm in the Minster.
- b) The Mayor's and Deputy Mayor's engagements between 19<sup>th</sup> August 2014 and 23<sup>rd</sup> September 2014 were circulated with the agenda and the Mayor identified who had attended which events.

### **257. Police Report**

The Ilminster Beat Report for August 2014 was circulated immediately prior to the meeting. In addition the Beat Manager reported that the shop link radio link scheme will be re-introduced to Ilminster as the required minimum number of traders have agreed to participate.

Issues discussed included:

- Allegations of drug dealing on the Wharf Lane Recreation Ground
- The new police operating model has had little effect on the Ilminster neighbourhood team
- Allegations of drug dealing whilst double yellow lines were not in place in Townsend
- Cost of the radios for the radio link scheme is £6 per month
- Thanks to PCSO Karen Pack for her contributions during the walk about to people who live close to the Wharf Lane Rec and her follow-up actions

### **258. Reports from District Councillors**

The District Councillor's report was circulated immediately prior to the meeting Issues discussed included:

- Fuel Feed In Tariffs and energy efficiency are so minimal they will not help alleviate poverty
- The list of activities undertaken by the District Councillor is very interesting and show how busy she is on behalf of the town

### **259. Report from County Councillor for Ilminster**

Councillor Vijeh had submitted a written report for August 2014 which was circulated with the agenda. The County Councillor highlighted some issues and responded to questions, the key points included:

- Please feel free to pass on the County Councillor's Hotmail email address whenever appropriate
- The County Councillor has been invited to attend a meeting about current County Farm land

Chair's Initials

## **Ilminster Town Council, Minutes 23 October 2014**

- £5,000 towards the provision of first aid training as been confirmed; - people just need to contact Cllr Vijeh to book a place, venues will include The Shrubbery Hotel and the Minster rooms
- No funding is available from Somerset County Council for businesses affected by roads closed due to severe weather. Rotary is continuing to provide support to families affected by flooding and they have agreed to allocate £600.00 to Ilminster to help promote businesses in Ilminster; this will be used for a double page spread in the Chard & Ilminster News carnival week for a focus on businesses which are affected by footfall; some businesses have reported a 25% downturn whilst the various road closures have been in place
- Cllr Vijeh has met with Cllr Siggs (the portfolio holder for roads) and is now getting regular updates on the plans for New Road, the anticipated start time is no later than the beginning of November and the duration should be 6-8 weeks. It was requested that Town Council is kept directly informed of any matters to do with the works.
- The Order for the public footpath at Winterhay Lane was expected to be sent to the Planning Inspectorate in October.

### **260. Reports from Representatives on Outside Bodies**

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

- **Twinning Association** quiz & supper was attended by Cllr Keitch. Cllr Keitch will ask if there are any specific ways that the Town Council can support the Association, particularly with the aim of getting younger people involved
- **Fair Trade Steering Group** Cllr Keitch was unable to attend, when minutes are received they will be circulated to Councillors.
- **Ilminster Forum.** Cllr Lawson reported that the Forum allocated money to support the Fair Trade project and that the Ilminster App will be launched on Victorian evening. The Forum volunteer litter pickers will be on duty for the Carnival & Victorian evening and at 6.30am the morning after each event.

### **261. External Auditor's Report for 2013/14**

The Council were asked to consider the report from the External Auditor covering the 2013/14 accounts.

Issues discussed included:

- Any change to the Town Council's reserve holding / policy would be part of the 2015/16 budget setting process
- Risk Management training is being arranged with internal auditor

**RESOLVED** to accept the report and note the External Auditor's comments

### **262. Public Participation**

The Council considered amending the Public Participation Scheme so that Planning Applicants or their representative may speak at the Chairman's discretion rather than be limited to 3 minutes.

Issues discussed included:

- This would be a formalisation of the Town Council's existing practice
- Is it fair for applicants to speak for longer than general members of the public?
- It is the Chair's responsibility to manage the meeting but other Councillors can bring to the Chair's attention if they feel that a speaker should be halted for any reason
- If an applicant was going to speak for a long period of time could that be put on the agenda?
- Conversations that carry on in the background at a low level in the public area when Councillors are trying to concentrate and listen is very distracting

Chair's Initials

## **Iminster Town Council, Minutes 23 October 2014**

- Councillors need factual information from the applicants / agents to inform their decision
- Applicants / agents do not always advise the Town Council in advance that they will be wishing to speak

**RESOLVED** that the Public Participation scheme remains unchanged regarding the length of time allocated for speakers.

### **263. Funfair Use of Land and Facilities**

The Council were asked to consider the arrangements and charges e.g. deposit, utilities charges regarding the Funfair's use of land and facilities. A copy of the current agreement had been circulated with the agenda

Issues discussed included:

- The Fair is good for the town
- Wording of the agreement need to be more precise regarding the rules and regulations for adherence e.g. point 1 & 2 of the current agreement
- A grounds inspection by the Senior Open Spaces Warden, Chair of Open Spaces committee and a representative from the Fair in the week after the fair visit could agree whether or not there was any damage and may prevent disputes at a later date

#### **RESOLVED**

- (i) that for 2015 the fair be charged £500 per visit including water & electric
- (ii) That the refundable deposit against damage is £500.00 per visit

### **264. Kiosk on The Rec**

The Council received an oral report on the opening and initial operation of the kiosk. The main points included:

- The Kiosk opened at party On the Park 24 August 2014
- It has been open weekday afternoons between 2.00pm and 4.00pm and at weekends 10.00am – 4.00pm
- The kiosk has been staffed by 4 volunteers
- The opportunity for greater Town Council interaction with the public has been welcomed
- All the feedback so far has been positive
- Kiosk customers have said that they are visiting from other towns and villages and complemented the facility and explained that it is part of the reason they visit
- A special note has been taken about littering which has not increased in the immediate vicinity but it has been observed that problem littering has moved from toilet block to near the skatepark
- The net revenue from the first 4 weeks of trading is approximately £500

Issues discussed included:

- How any excess of income / expenditure is allocated
- Initial funding by the Town Council

#### **RESOLVED**

- (i) that the net revenue from the tuck shop is used to offset the initial set-up expenditure and when that has been covered is then allocated to the provision of play equipment and
- (ii) that this be reviewed in 2 years e.g. September 2016

### **265. Future Education Provision In Iminster**

The Council received the Mayor's report of her meeting with South Somerset District Council and Somerset Education Authority representatives which had been circulated before the meeting.

Issues discussed included:

Chair's Initials

## **Iminster Town Council, Minutes 23 October 2014**

- The meeting was arranged by the District Council at the request of the Mayor, who in turn had been asked questions by a school governor
- The County Councillor was disappointed not to have been invited to the meeting and has had an apology for the oversight
- The report of the meeting is factual and for information
- Education provision is a regular feature of discussions regarding planning applications
- Capacity figures which are calculated according to a national formula seem at variance to experience of parents
- A copy of the report will be sent to the headteachers of Greenfylde, Swanmead and Wadham schools.

**NB:** At the start of consideration of this agenda item Cllr Higgins declared a prejudicial interest as he is employed at Greenfylde School and he left the room during discussion of the item

### **266. In accordance with Standing Orders it was**

**RESOLVED** to extend the duration of the meeting until 22:30hrs at the latest in order for the remaining business to be transacted.

### **267. Project Plan**

The Council considered the progress on the project plan and no changes were identified as necessary; no issues were raised

### **268. 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 £26,711.29 be approved.

### **269. Clerk's Updates**

The Updates sent by email since the last Council agenda was published were listed on the agenda.

### **270. Exclusion of the Press and Public**

**RESOLVED** to exclude the press and public whilst agenda items 18, 19 and 20 was discussed due to the confidential nature of the business to be transacted.

### **271. Market House**

The Council deferred consideration of this item as all the relevant information was not available for the meeting.

### **271. Hammerhead Land**

The Town Clerk reported that south Somerset District Council had agreed that the land should be listed as a community asset

### **272. The Cemetery – Legal Action**

The Town Clerk reported that the court date has been set as 18 November 2014 and the Town Council's solicitor has engaged a Barrister. The Council were also advised of the fee for the barrister's services and the cost of the solicitor's fees to date.

The meeting closed at 22:17 hrs.

Chair's signature & date