

ILMINSTER TOWN COUNCIL

Minutes of a meeting of the **FINANCE & POLICY COMMITTEE** held in the Council Chamber, Ilminster on Tuesday 29 May 2012 at 8.00 pm

Present

Chairman: Cllr D Miller

Councillors: Cllr S Austin, C Goodall, Cllr A Lawson, Cllr J Pallister, Cllr A Shearman, Cllr S Shepherd, Cllr R Swann, Cllr E J Taylor, Cllr L Vjeh

Officers: Mrs M Shelley, Mrs R Hope,

1. Apologies for absence

Apologies for absence were received from Cllr's Burton, Sainsbury, Sothern and Whaites.

2. Declarations of Interest

None

3. Appointment of Vice Chair

Upon a proposal by Cllr Miller, seconded by Cllr Lawson it was RESOLVED that Cllr Taylor be appointed Vice Chair of the Finance and Policy Committee for the year to May 2013.

4. Minutes of the Previous Meeting

It was RESOLVED that the minutes of the Finance and Policy Committee meeting held on 17 April be approved and signed as a correct record.

5. Matters arising from the Minutes

None

6. Website

Cllr Lawson reported that the matter was currently in abeyance and that no further discussion had taken place. The Committee asked that the Clerk email all Councillors regarding the status of our current agreement with Vision ICT. If the council was not committed to Vision ICT for a further period, Cllr Lawson was asked to pursue the previous proposal and obtain quotes from other website providers.

7. Personnel Committee

Cllr Miller asked that at the next Council meeting an agenda item should be the appointment of an Appeals Committee in relation to the Personnel Committee. It suggested that it should consist of three members. This was agreed.

8. Cemetery Wall

Cllr Miller reported that a letter had been sent to the neighbours adjacent to the cemetery wall, alerting them to the damage being done to the wall by the tree roots, as

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yet no response had been received. The Mayor, Cllr Swann and Open Spaces Chair, Cllr Goodall agreed to visit the neighbours with a copy of the letter.

9. **Cemetery Lodge**

The Committee asked that the Clerk should update the Councillors on the progress made in changing the Letting Agents.

The Deputy Clerk informed the Committee that the tenants had requested that their lease should be for a year. Following a proposal from Cllr Taylor, seconded by Cllr Lawson this was agreed.

Cllr Shearman asked if any movement had been noted in the crack in the wall. Cllr Miller commented that he had seen no sign of change in the ties.

10. **Addressing the Full Council**

Following discussion it was agreed that the current practice of standing when addressing the meeting and addressing fellow members as Councillor should remain in place.

11. **Queens Diamond Jubilee**

Cllr Taylor reported that nearly five hundred programmes had been sold, a further print run was due on Thursday. There had been good publicity in the Chard and Ilminster and the facebook page was increasingly active. Tickets were still available for a 'Night of Nostalgia' at the Shrubbery. Could as many Councillors as possible attend the Open Air Civic Service and support the Mayor? Thirty stalls were expected at the 'Big Lunch' that included twenty five local community groups. During the event an information point would be in operation and could Councillors please offer to man this area to allow members of the Committee a lunch break. Litter picks would take place on Sunday and Monday with the committee, Ilminster Forum and volunteers from Tesco. At 7pm on the Monday night there is to be a pub quiz at the Bowling Club, 7.30pm a children's treasure hunt, 9pm in the Market House, pizza and singers before walking up to the lighting of the Beacon. The Deputy Open Spaces Warden once the Beacon had been primed would be on site all day.

Due to illness the Red Cross had had to withdraw from supporting the event, St Johns Ambulance would let Cllr Taylor know following their meeting if they could support the event.

12. **Market House bookings**

Councillors discussed the current booking form that is given to those organisations wishing to use the Market House. Cllr Shepherd commented that some organisations found the purchase of public liability insurance expensive. The Committee agreed that this should remain as currently stipulated. It was also agreed that Item 7 of the booking should read 'The preparation, provision or sale of food for consumption in the Market House is allowed only with the specific permission of the Town Council', and Item 8

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should read 'The user is responsible for any damage to the Market House and for the cost of cleaning up afterwards.

13. Ilminster Experience Banner

The Deputy Clerk reported that the costings for each banner was as follows, for the banner and pole £55, Christmas tree supporting bracket £25 and in the first year £25 for a sinking fund for insurance or unexpected costs due to damage, but Cllr Pallister advised that it might be possible to save on the supporting bracket.

It was agreed to spend up to £105 on the purchase of a banner. The background to the banner should be royal blue with the emblem being an Olympic torch and the year 2012. Ilminster Experience were to be asked to help with the design.

14. Town Guide App for South Somerset

Cllr Taylor reported that the District Council was funding an app for Market Towns there was to be no charge for this in the first year. She commented that there might be some cost in the collecting of data but most of the information could be obtained from Ilminster Forum and the Marketing Ilminster Group. The Committee agreed that ilminster should be part of the app for the first year.

15. Town Clerk's Report and Correspondence

The Deputy Clerk reported that

- (a) She had received a letter of notification that Town and Country Hardware were due to close. Cllr Taylor asked that a letter of thanks for their long service to the community should be sent from the Council.
- (b) She had received an email from Samson Office Supplies thanking the Town Council for their part in the organisation of the Olympic Torch.
- (c) Grant Thornton were due to be appointed as external auditors for all small bodies in Somerset.
- (d) Ile Valley Children's Centre were asking for permission to use the Recreation Ground for an activity session. Councillors agreed in principle to the request but asked for more specific details.
- (e) The Youth Club were asking for permission to put up signs for the Jubilee treasure hunt, on the Market House and the Recreation Ground. Councillors agreed to the request suggesting that the clue at the Market House should be put on the notice board

Cllr Goodall reported on the Ilminster Twining Association, 20th Anniversary visit to Riec sur Belon, presenting Councillors with an anniversary plate she had been given.

The meeting closed at 9.13 pm

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Signed

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Date