

Minutes of the Full Council Meeting held on
**27th September 2022 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 V Keitch, Cllr I Mackillop, Cllr S Osborne, 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), A Brown
(Administration Officer)

In attendance: 1 member of the public

2022-0088-TC Public Forum

There were no members of the public who requested to speak

2022-0089-TC Apologies for Absence

Cllr M Gunn – Business reasons
Cllr D Paul - Business reasons

2022-0090-TC District and County Councillors Report

Members **NOTED** the District Councillors report
Members **NOTED** the County Councillors report, Cllr Osborne apologised for
no report this month. **NOTED.**

2022-0091-TC Declarations of Interest

Cllr Shepherd declared an interest in Agenda Items 29 Ilminster Education
Foundation Lease on the recreation ground.
Cllr Hamilton declared an interest in Agenda Items 22 and 25, Tennis court
refurbishment and the Judicial review against South Somerset District
Council.
Cllr Keitch declared an interest in Agenda Items 25 Judicial review against
South Somerset District Council.
Cllr Burton declared an interest in Agenda Items 23, Photocopier and
Telephone contract ratification.

2022-0092-TC Dispensations

Dispensation given to Cllr Shepherd Agenda Item 29, the Town Clerk has no
issue with Cllr Shepherd remaining, but cannot vote.

2022-0093-TC Minutes – Town Council

Members **RESOLVED** unanimously that the Minutes from the meeting held on
19th July 2022 as a correct record.
Proposer Cllr Shearman **Seconded** Cllr Tinson

2022-0094TC Minutes – Planning, Highways and Transport

Members **NOTED** the Minutes from the meeting held on 6th September 2022.

2022-0095-TC Minutes – Resources Committee

Members **NOTED** the Minutes from the meeting held on 6th September 2022
and considered the recommendations from the committee.



- A R22-019 Clerks update report** Members **RESOLVED** unanimously that Full Council could transfer from General Reserves to cover expenditure for the Neighbourhood plan.
Proposer Cllr Hamilton **Seconded** Cllr Shepherd.
- B R22-027 Legionella Risk Assessment** Members **RESOLVED** unanimously that Legionella should be tested and proposed that the quote be excepted as not been performed previously.
Proposer Cllr Shearman **Seconded** Cllr James
- C R22-028 Staffing update** Members **RESOLVED** unanimously
- (i) Members **RESOLVED** to formally recommend to the ratification of the appointment of the new Recreation Manager.
Proposer Cllr Jenner-Hurford **Seconded** Cllr Shearman
- (ii) Members **RESOLVED** unanimously to formally recommend the ratification of the movement of employee 13 and employee 8, up one spinal point as a result of the successful completion of their appraisals.
Proposer Cllr Burton **Seconded** Cllr Shearman
- (iii) Members **RESOLVED** unanimously to formally recommend that employee 14 move up one spinal point in line with the terms of his contract of employment.
Proposer Cllr Taylor **Seconded** Cllr Sellers

2022-0096-TC Police Report

Members **NOTED** the police report. Members also would be appreciative of more detailed information within the police report and asked it that would be possible.

Cllr Keitch proposed Ilminster Town Council write a Thank you letter to Constable Rob Jameson for his service to Ilminster. All in agreement.

2022-0097-TC Mayor/Deputy Mayors reports

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

2022-0098-TC Income and Expenditure report

Members **NOTED** the income and expenditure report. Discussions included Moving costs were less than expected. It was discussed about cost-of-living rise, Ilminster Town Council were on a fixed contract for Utilities until summer. The cost-of-living rise was being reflected across the board. This should be noted in mind with our Budget meeting coming up on 22nd October 2022, they might see a big hit on rising costs.

Members **RESOLVED** unanimously to move budget heading for Tourist information Centre from Council to Resources. **Proposer** Cllr Wilcock **Seconded** Cllr Jenner-Hurford.

2022-0099-TC Schedule Payments

Members discussed. Cllr Shearman asked if doing Bank Reconciliations – should abstain if involved. The Town Clerk advised that would not affect voting.

Members **RESOLVED** unanimous for payments for July and August 2022.
Proposer Cllr Jenner-Hurford **Seconded** Cllr Shepherd



2022-0100-TC CCLA Public Sector Deposit Fund Signatures

Members **RESOLVED unanimously** that officers had the authority to add the additional signatures to the CCLA Public Sector Deposit Account.
Proposer Cllr Shearman **Seconded** Cllr Hamilton

2022-0101-TC SAAA 2022 Opt-out Communication

Members **RESOLVED unanimously** noted the acknowledgement and opt out. PKF Littlejohn are the current external auditors whose contract finishes this year.
Proposer Cllr Sellers **Seconded** Cllr Keitch

.2022-0102-TC Clerk's Update

Members **NOTED** the Clerk's update
Cllr Osbourne discussed attending the Flood Resilience meeting regarding Home Farm, Station Road, and Ditton Street. Ilminster Town Council have distributed sandbags and sand to residents.

It was discussed, North Street and Cemetery Lodge future uses, a working group has been set up to discuss.
Town Clerk and Cllr Shepherd received a letter from the Neighbourhood Plan inspectors issuing 27 points to be answered – ECA and the Neighbourhood Plan steering group to discuss and respond. Cllr Shepherd advised all Councillors should attend the meeting. Deadline for responses is 18th October 2022. Cllr James asked if ECA could be audited after this process. It was agreed.
Town Clerk discussed the support received from MTG including the Welcome Back Funding which Ilminster Town had received. MTG is finishing in November. Cllr Keitch asked if we could send a Thank you letter for there support.

2022-0103-TC Use of the Market House

Members discussed for clarity. Cllr Shepherd should be used as we are a market town. Cllr Shearman, times have changed and Ilminster should encourage use.

Members **RESOLVED** unanimously to approve the two businesses requests received for using the Market House outside normal market operating hours and to delegate to officers' authority to manage any future requests as being a management function of the council.
Proposer Cllr Shearman **Seconded** Cllr Wilcox



**2022-0104-TC Chairs Award for Service to the community 2022/23 – 17th
February 2023**

Members **RESOLVED** unanimous to delegate to officers to seek suitable nominations for the Chair's Award for Service to the Community 2022-23 in consultation with the Mayor, Deputy Mayor and Chairs of Resources and Open Spaces. Any possible nominations will be brought to the meeting of the Town Council on 18th October 2022 for all Members to consider.
Proposer Cllr Hamilton **Seconded** Cllr Jenner-Hurford

2022-0105-TC Halloween Pumpkin /best decorated house competition

Members **RESOLVED** 13 votes for and 1 abstention to authority to officers to organise a Halloween competition for 2022. Judges volunteered: Cllr Keitch, Cllr Taylor, Cllr James, and Cllr Osborne.
Cllr Hamilton proposed that 2nd prizes to be included and prize total to the value of £50.
Proposer Cllr Hamilton **Seconded** Cllr Keitch

2022-0106-TC Cost of living crisis

Members **NOTED** the report and identified and discussed that 2 members to produce strategies for cost-of-living crisis in Ilminster, this is to be included and consideration at the October Full Council meeting.
Cllr Osborne advised of a working group for SCC and the findings will be presented to Town Councils, having limited powers.
Councillors to discuss what is needed, collating a list of available resources, e.g., village agent, Spark facilitators, Town Council officers to collate a local group with a cost-of-living meeting. Cllr Keitch, Cllr Taylor, and Cllr Mackillop agreed to help chair and organise.

2022-0107-TC To consider memorials for Her Majesty Queen Elizabeth II

Members discussed suitable locations that they wished to place a bench and plaque. Members **RESOLVED** to unanimously that location for the bench and plaque in honour of the Late Queen Elizabeth II should be placed at the entrance of the recreation ground near the old oak tree.
Proposer Cllr Shepherd **Seconded** Cllr James

2022-0108-TC Future of Local Government in Somerset

Members **NOTED** the Future of Local Government in Somerset report update. Members received an update on the 3 proposals and 3 sizes and to consider filling in questionnaire, sharing to our community to consider how they see Ilminster within the unification of the District Councils and Somerset County Council. RBL meeting being held on Tuesday, advised that all should get involved, it's important to have our say, community involvement.



2022-0109-TC Tennis Court refurbishment

Members **RESOLVED** unanimously that this item was moved to exempt business

Proposer Cllr Shearman **Seconded** Cllr Hamilton

It was voted that the member of public be given permission to remain in the chamber for this item.

Members **RESOLVED** unanimously permission was granted.

Proposer Cllr Taylor **Seconded** Cllr Osborne

2022-0110-TC Photocopier and Telephone contract ratification

This item was moved to exempt business

2022-0111-TC IEF Lease on Recreation Ground

This item was moved to exempt business

2022-0112-TC Judicial Review

This item was moved to exempt business

2022-0113-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 Shearman **Seconded** Cllr Hamilton



2022-0114-TC

Tennis Court refurbishment

Cllr Hamilton declared an interest in Agenda Item 22

Members considered the 3 Options as outlined in the report presented and provided to the meeting LTA rep. It was discussed about the Tennis courts could possibly be 2 courts and a multi-use court.

Concerns were raised at the booking system and costs to the public, due to current cost of living crisis, it might not be affordable to all at this time.

Options were debated regarding, charging, maintenance and booking system, technology, internet access, mobile signal, insurance and vandalism.

After discussions members made the following resolutions. Members **RESOLVED** unanimously that this decision be deferred to the next Town Council meeting on 18th October 2022. As not a clear conscience. More information and comparisons be brought to the next Town Council meeting by LTA and upon these findings, a final decision would be made to either accept or decline the offer.

Proposer Cllr Osborne **Seconded** Cllr Hamilton

2022-0115-TC

Vote to extend the meeting

Members **RESOLVED** unanimously that the meeting should be extended.

Proposer Cllr Taylor **Seconded** Cllr Shearman

The Town Clerk reminded members that under Standing Order 13d unless a dispensation had been granted, a councillor or non-councillor with voting rights shall withdraw from a meeting when it is considering a matter in which he has another interest if so required by the Council's code of conduct.

2022-0116-TC
ratification

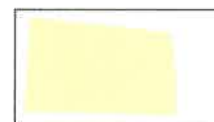
Photocopier and Telephone contract

Cllr Burton declared an interest in Agenda Item 23

Members **RESOLVED** by 13 votes and 1 abstention to delegate to officers, authority to acquire a new photocopier in accordance with Financial Regulations.

Proposer Cllr Hamilton **Seconded** Cllr Shepherd

Members **RESOLVED** by 13 votes and 1 abstention to delegate authority to officers to engage a communications company to provide internet and telephones at the Old Magistrates Court. Any engagement will be carried out in accordance with Financial Regulations and Standing orders. **Proposer** Cllr Hamilton **Seconded** Cllr Shepherd



2022-0117-TC IEF Lease on Recreation Ground

Cllr Shepherd declared an interest in Agenda Item 29

Members **RESOLVED** by 13 votes and 1 abstention to accept Solicitors drawing up a lease agreement that will allow for individual variations. This to then be brought back to Full Council for Final approval.

Proposer Cllr Shearman **Seconded** Cllr Burton

2022-0118-TC Judicial Review Claim against South Somerset District Council

Cllr Keitch and Cllr Hamilton declared an interest in Agenda Item 25

Members were updated on the claim for a Judicial Review against SSDC.

Members **RESOLVED by 10 votes and 3 abstentions** to authorise the Town Clerk to attend the Judicial Review Hearing on the 12 October 2022, act neutral and ask clarity.

Proposer Cllr Burton **Seconded** Cllr Shearman

Meeting ended at 22:17



