

Minutes of the **Town Council** meeting  
held in the Council Chamber, The Council Offices, North Street, Ilminster,  
on Tuesday 21 January 2020 starting at 19.30hrs

**Present:**

**Chair:** Cllr P Burton

**Councillors:** Cllr J Dewick, Cllr M Gunn, Cllr V Higgins, Cllr V Keitch, Cllr I Mackillop,  
Cllr A Shearman, Cllr S Shepherd, Cllr R Swann and Cllr L Taylor

**In Attendance**

District Councillor B Hamilton

Officers: Mr R Latham (Financial Consultant) Miss J Norris (Town Clerk)

3 members of the public attended the meeting

**Speaker 1**

The speaker asked a number questions.

- 1) for the Town Council to contact the County Councillor and ask for an update regarding the state of the Skills and Learning Centre building in Ditton Street.
- 2) For an update on the concrete base for the base for the proposed bus shelter in Orchard Vale -: the Town Clerk responded that as reported to the Planning, Highways and Transport Committee the concrete base was due to be laid within 10 days provided that the weather was suitable.
- 3) that eth Town Council consider writing to South Somerset District Council and ask them to inspect the footpath between Highfield and Rutters Lane Telephone Exchange and consider the potential dangers when used by eth public after dark; also to ask if there could be a light half way down the footpath: Cllr Hamilton responded that the footpath was the responsibility of the County Council not the District Council so the speaker should contact the County Councillor regarding this matter.
- 4) In view of the Climate Change emergency declared by the both the District and the County Council could the Town Council advise what steps they will be taking to facilitate the return of the Nippy bus or similar.

**734 Apologies for Absence**

Apologies for absence were received from Councillors James and White.

**735 Declarations of Interest**

Councillors made Declarations of Interest as detailed in the table below:

Name	Agenda Item	Minute No	Nature of Interest	Type of Interest	Action
V Higgins	Reps on Outside Bodies	742	Works for Greenfyld School	Personal	

**736 Minutes**

- a) Consideration was given to the draft minutes of the meeting held on 26 November 2019



**RESOLVED** that the minutes of the meeting held on 26 November 2019 be confirmed as a correct record.

- b) Consideration was given to the draft minutes of the meeting held on 3 December 2019

**RESOLVED** that the minutes of the meeting held on 3 December 2019 be confirmed as a correct record.

### **737 Office Action Plan**

The Office Action Plan relating to Town Council Meetings was considered:  
Issues raised or discussed during consideration of this agenda item included:

- Cricket Club progress on the plans for the Pavilion
- Mayor and Vice-Chair of the Planning, Highways and Transport Committee had a meeting with Somerset County Council Estates Manager but due to leases and other legal commitments land is not available for the Town Council to acquire at present

**RESOLVED** to note the Office Action Plan

### **738 Mayor's Announcements/Engagements**

- a) The Mayor will make announcements relevant to Town Council and Mayoral activities and engagements

The Mayor reported the sad death of former Town Councillor Sophie Storey and paid tribute to the work she had done regarding childrens play areas at Winterhay and Wharf Lane Recs

The Mayor reported that Pippa Hamilton has resigned as a Town Councillor.

- b) The Mayor's list of engagements between 3 December 2019 and 15 January 2020 had been circulated prior to the meeting.

### **739 Police Report**

This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster. No police report had been received nor were any policing matter raised.

### **740 Reports from District Councillors**

To receive reports from District Councillors

Cllr Hamilton reported that he sits on a number of Committees, and Outside Bodies – the latter includes the Waste Partnership.

- An Overview and Scrutiny Task & Finish Group is researching the impact that Air B & B is having on the local economy – including the possible reduction in the supply of long term rental accommodation as this seems to be a particular problem in holiday areas
- Shudrick Stream & balancing pond: Persimmons have started some work to clear and tidy the stream banks and some work is still needed around the pond; SSDC will not begin the adoption process until all the work has been done to their satisfaction
- Last week there was an update on the District Council's Environmental Strategy for which a fluid and dynamic approach has been adopted meaning that it is open to adaptation. Town



and Parish Council's are being encouraged to become involved to be involved and way of doing so is to appoint an Environment Champion to attend various forums – the Champion doesn't have to be a Councillor.

- Tree give away has started - Ilminster should apply as soon as possible
- Electric car charging points, the Go Live date for Ilminster has not yet been confirmed.
- The new 151 Officer will be in place later in the month and recruitment of a Monitoring Officer is in progress
- Cllr Hamilton has arranged visits to Daido on 05.02.20. 14:00hrs:nd Powrmatic on 10.02.20 14:00hrs; if have ideas for other visits to local companies please let him know

Cllr Keitch reported on the Future of Local Government in Somerset -

- 2 weeks ago Somerset County Council (SCC) issued a press statement saying a report would be released containing a number of options and that in their view their original idea of 1 unitary authority for Somerset is best.
- The district councils all prefer the option which is greater collaboration between the 5 councils without going into the full unitary.
- Any change to the structure of local government has to be invited by the Secretary of State.
- The Working Group researching the options are talking to Dorset, Wiltshire and Buckinghamshire authorities about their experience of moving to unitary status and the costs
- The cost of setting up a unitary authority for Somerset is estimated at £82 Million
- the Working Group is looking at strategic issues such as the provision of suitable and affordable housing, and how to reach children in poverty
- Taken across the County e.g. Frome to Porlock – needs are very different
- A letter from the Leader of SCC is purported to have been sent to all Local Councils but the Ilminster Town Clerk has not yet received it
- There will be a letter to Local Councils in South Somerset from the Leader of South Somerset District Council.
- It is recognised that these discussions are very unsettling for staff many of whom have recently been involved in reorganisations within their own councils
- It is important to emphasise that the future of local government in Somerset discussions are about working together - not County Council Versus District Councils

On a different topic Cllr Keitch updated the meeting that the link between the battery and sub-station has been completed and the facility will now be switched on very quickly.

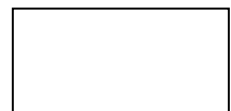
#### **741 Report from the County Councillor for the Ilminster Division**

The County Councillor's reports for November and December had been circulated prior to the meeting.

#### **742 Reports from Representatives on Outside Bodies**

**Greenfylde School** – a written report was circulated prior to the meeting.

**Literary Festival** –the 2020 programme is almost complete; this year a number of different venues will be used including



Dillington, Monks Yard, The Warehouse Theatre and The Shrubbery Hotel.

**Friends Of Ilminster Library (FOIL)** – there has been a small relaunch of the group and they will be joining with the shop at Seavington to hire the Swan Theatre for a fundraiser; FOIL are looking to provide window blinds for Ilminster library

**743 Update from the Neighbourhood Plan Development Group**

Cllr Shepherd advised that there has not been a meeting of the neighbourhood Plan Development Group since the last Town Council meeting. The AECOM report regarding housing has been updated and he recommends that Councillors read it as it contains lots of useful information.

**744 Motion Under Standing Order No 9**

To consider a Motion, submitted by Cllr Keitch regarding Climate Change.

**RESOLVED**

- (i) That Ilminster Town Council declares its recognition of a climate and ecological emergency
- (ii) That Ilminster Town Council recognises the ten “One Planet Principles”
- (iii) That Ilminster Town Council works with the South Somerset District Council, Somerset County Council and other local councils to develop collaboration, joint approaches and share resources in tackling climate change and protecting the environment

**745 Strategic Plan 2019/2020— Status Report**

The quarterly Status Report was considered

**RESOLVED** to note the report

**746 Strategic Plan 2020/21 – 2022/23**

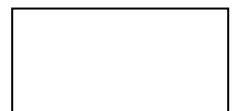
The draft Town Council 3 year Strategic Plan for 2020 /21 – 2022/23 was considered. Issues raised or discussed during consideration of this agenda item included:

- the SWOT analysis was reviewed in November 2019 at the Councillor Strategic Planning Workshop

**RESOLVED** that the Strategic Plan as attached to these minutes as appendix 1 is approved

**747 2020/2021 Budget and Financial Plan for future Years**

- The Town Council’s budget and financial plan for future years (including the capital programme) were considered.
- Issues raised or discussed during consideration of this agenda item included:
  - Earmarked reserves
  - Contingency allowance
  - Use of the expression miscellaneous - includes all the headings underneath it in the budget book
  - Renewals are also termed as earmarked reserves
  - Use the funds in the earmarked reserves to implement the capital programme



- Council tax base calculation
- Ilminster has a number of projects it is proposing to fund in 2020/21

**RESOLVED**

- that the budget as set out in Appendix 2 to these minutes with a net expenditure of £442,130 is approved
- that the capital programme as set out in Appendix 3 to these minutes is approved

**748 Precept 2020/2021**

The Town Council's precept for 2020/2021 was considered

Issues raised or discussed during consideration of this agenda item included:

- Capping levels
- Percentage increase per household
- Need to take into account all the other authorities precept amounts

**RESOLVED**

- that the Town Council precept is an increase of 3.75% on Band D property compared to the 2019/2020 precept
- That the Ilminster Town Council precept for the year is £335,245
- That the amount of money to be requested from South Somerset District Council is a precept of £335,245
- That the estimated call on Town Council reserves is £106,885.

**749 Appointment of Project Manager for Wharf Lane Rec Play Area**

The appointment of a Project Manager for the Wharf Lane Rec Play Area was considered.

Issues raised or discussed during consideration of this agenda item included:

- What contractors were offering
- the vast range of quotation prices

**RESOLVED**

- that the organisations who have submitted the 3 lowest prices (Nos 1, 2 & 8) are considered further by the Town Clerk and Open Spaces Committee Chairman and Vice-Chairman, supported by the South Somerset District Council expert officer
- that the decision to appoint the Project Manager is delegated to the Town Clerk following consultation with the Chair and Vice-Chair of the Open Spaces Committee.

**750 Draft Calendar of Meetings**

The draft calendar of meetings for the municipal year starting in May 2020 was considered.

Issues raised or discussed during consideration of this agenda item included:

- The PHT meeting for January 2021 should be Tuesday 12 Jan

RESOLVED to approve the calendar of meetings as attached to these minutes as appendix 4



**751 Payments and Virements**

The Schedule of Payments for authorisation will be presented for Council's information.

RESOLVED that the payments listed in the schedule presented to Council totalling £36,731.89 net are noted

**752 Clerk's Updates**

The following Clerk's Updates have been sent by email since the last Town Council agenda was published and no questions were raised at the meeting.

<b>Number</b>	<b>Date</b>	<b>Topic</b>
19/19	27.11.19	1. Staffing 2. Gooch & Housego
1/20	06.01.20	1. Draft Minutes (Town Council 26/11 & 3/12) 2. Sophie Storey Funeral Arrangements

The meeting closed at 21:16hrs

Chair's Signature & Date