

Minutes of the **Town Council** meeting held in the Council Chamber. The Council Offices, North Street, Ilminster, on Tuesday, 21 March 2017 at 19:30hrs.

**Present:**

**Chair:** Cllr V Keitch

**Councillors:** Cllr D Belobaba, Cllr J Fagan, Cllr J Fowler, Cllr M James, Cllr D Kinder, Cllr I Mackillop, Cllr A Shearman, Cllr S Shepherd, Cllr R Swann and Cllr T Walker

**In Attendance**

Officers Miss J Norris (Town Clerk)  
Somerset County Cllr Vijeh

No members of the public attended the meeting

**198 Apologies for Absence**

Apologies for absence were received from Councillors Burton, Drayton and Sothern

**199 Declarations of Interest**

No declarations of interest were made in respect of any items on the agenda

**200 Minutes**

**RESOLVED**

- (i) to confirm the minutes of the meeting held on 21 February 2017 as a correct record
- (ii) to note the office Action Plan relating to the Town Council Meetings

Issues discussed regarding the minutes included:

- Battle's Over – The Town Clerk have spoken to the Chair of Ilminster Royal British Legion who have indicated they are willing to work together with the Town Council
- Budget information for the Archie Gooch Pavilion was provided at the previous Town Council meeting

Issues discussed regarding the office action plan included:

- Public meeting regarding the planning application for land south west of Canal Way – Swanmead School has been booked for the event and representatives from Persimmon Homes and Somerset County Council have been invited and accepted; South Somerset District Council Planning Officers have been invited but are considering whether or not it is appropriate to attend; further suggestions were made for additions to the invitee list

**201 Mayor's Announcements/Engagements**

- a) The Mayor had no announcements relevant to Town Council and Mayoral activities and engagements
- b) The Mayor's engagements between 16 February 2017 and 14 March 2017 had been circulated prior to the meeting.

## 202 Police Report

This agenda item provided an opportunity for the Police to report on any matters relevant to policing in Ilminster

Chair's Initials

Issues raised during consideration of this item included:

- Thanks for the report
- There seems to have been an increase in crime in the police report; the Mayor will speak to the Neighbourhood Team to get more information about the increase in anti-social behaviour incidents.

## 203 Report from the County Councillor for the Ilminster Division

The report from the County Councillor had been circulated prior to the meeting

Issues raised during consideration of this item included:

- Parking at Townsend
- Responsibility for cutting and clearing trees and hedgerows which overhang footpaths and bridleways
- There is not currently any feedback from the Greenfylde School drop-in event but the County Councilor has been advised that there will be no further decision about a new school until the result of the Shudrick Lane planning appeal is known

## 204 Reports from District Councillors

Cllr Keitch gave an oral report which included:

- There has been a member of staff appointed to oversee the ICT part of the transformation project
- Westlands Leisure Centre will soon be opening; a programme of events / acts has been planned and booked
- Somerset Waste – new collection regime will be phased in gradually
- There are lots of task and finish groups undertaking detailed research, developing and reviewing policies e.g. discretionary housing payments Street Trading Licences
- There was a leaflet in with Council Tax Bills reminding people to inform the District Council of changes in circumstances
- There has been a marked increase in case work for Councillors especially housing related matters

Issues raised during consideration of this item included:

- Management of the Herne Vale amenity areas
- Herne Vale Play area: the transfer of land from the developer to the District Council is in progress

## 205 Reports from Representatives on Outside Bodies

There were not any reports from representatives on outside bodies.

## 206 Insurance

Quotations for the Town Council's insurance requirements were considered.

Issues raised during consideration of this item included:

- Cost of cover previously
- Somethings that are specific in one cover may be excluded from another
- Types of cover that are being developed e.g. internet / crises management

Chair's Initials

### **RESOLVED**

- (i) That the Town Council obtains insurance cover from organisation C with effect from 1 April 2017 at a cost of £4,010.52
- (ii) That the Town Council obtains separate vehicle insurance cover at a cost of £536.46
- (iii) That the Town Council enters into a 3 year agreement with Organisation C for insurance cover

## **10. 2017 Competitions And Awards**

The Competitions and Awards to be organised / facilitated by the Town Council during 2017 and any associated procedural matters were considered.

Issues raised during consideration of this item included:

- How to raise the prize money

### **RESOLVED**

- (i) That the following competitions and awards are facilitated by the Town Council in 2017: One competition each for Greenfylde and Swanmead Schools; Scarecrow competition; Citizens Award; Youth Citizens Award
- (ii) That the criteria and timing for each competition and award as approved as detailed in appendix A to these minutes
- (iii) To accept **voluntary** donations from Town Councillors towards the prize money for the 2017 competitions
- (iv) That the balance of funding the prizes, after (iii) above has been taken into account is taken form the community engagement budget
- (v) That the Town Clerk asks Councillors serving at the time of the competition to volunteer as judges with a view to having three Councillor judges for each competition
- (vi) The Mayor's Award is presented solely at the Mayor's discretion

## **207 Archie Gooch Pavilion Access Road**

The quotations and funding for surfacing the access road to the Archie Gooch Pavilion were considered and discussed.

Issues raised during consideration of this item included:

- Some quotes say ml and some say mm
- Council rights regarding access
- Responsibility for the surfacing the access road in the original pavilion contract
- Council responsibilities as landlord and the tenant's responsibilities

- The pavilion is used by a lot of community groups so they would benefit from the surfacing

**RESOLVED**

- (i) That the quotation from Contractor A is accepted and offered the work subject to permission being received from the landowner for the surfacing to be done
- (ii) That a letter is sent to the tenant of the Archie Gooch pavilion expressing concern about the car park surface and asking them to provide their plans for improving it, including timescales

Chair's Initials
------------------

**208 Boundary Commission For England - second Consultation on Parliamentary Constituencies**

The Town Council's response to the Boundary Commission For England's second Consultation on Parliamentary Constituencies was considered.

Issues raised during consideration of this item included:

- There will be very little impact on Ilminster re changes to the parliamentary Constituencies
- There will be another consultation about the boundaries of the South Somerset District Council wards and the number of Councillors; this is likely to start in August 2017

**209 Authorisation of Payments and Notification of Virements**

The Schedule of Payments for authorisation was presented for Council's approval.

Issues raised during consideration of this item included:

- Cemetery lodge costs
- Resilience Store – possibility of combining the two stores to save money
- Cost of new strimmers

**RESOLVED** that the payments listed in the schedule presented to Council totalling £52,616.57 gross are approved

**210 Project Plan**

To consider progress on the project plan and whether any changes are necessary.

**RESOLVED** to note the Project Plan

**211 Clerk's Updates**

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

Number	Date	Topic
3/17	03.03.17	1. Public Meeting 28 March Swanmead School 2. Scheme of Delegation
4/17	10.03.17	1. Cemetery Lodge 2. Election 3. Ilminster Conservation Area 4. Parking In Court Barton

		5. Town Clerk Annual Leave
--	--	----------------------------

The meeting closed at 21:40hrs

Chair's Signature & Date

DRAFT