

AGENDA ITEM 6

Minutes of the Full Council Meeting held on
19th September 2023 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 M Gunn, Cllr I MacKillop, Cllr D Paul, Cllr P Sellers, Cllr A Shearman, Cllr S Shepherd,

Officers: M Tredwin (Town Clerk), J Earp (Deputy Clerk) V Freeman (Administration Officer)

In attendance: There were no members of the public in attendance.

2023-0089-TC Public Forum

There were no members of the public in attendance.

2023-0090-TC Apologies for Absence

Cllr N Tinson
Cllr S Osborne
Cllr V Keitch
Cllr J Karchud

The Clerk has confirmed that reasons have been provided.

2023-0091-TC Somerset Council Member's Reports

Members **NOTED** the Somerset Council Member's report.

The Clerk informed Members that Cllr Osborne had sent her apologies for the delay in the arrival of her report.

Members were asked to forward their reports to officers in a timely manner to enable Members to read them before the meeting.

2023-0092-TC Declarations of Interest

Cllr Paul declared an interest in Agenda item 19 - Bonfire and Fireworks 2023 – Brittens Field

2023-0093-TC Dispensations

The Clerk advised Members that Cllr Paul had requested and been granted dispensation to answer any questions that Members may have during Agenda item 19 - Bonfire and Fireworks 2023 – Brittens Field. Cllr Paul had been advised to abstain during any vote.

2023-0094-TC Minutes – Town Council

Members **RESOLVED** unanimously that the Minutes from the meeting held on 20th June 2023 as a correct record.

Proposer Cllr Shearman **Seconded** Cllr Jenner-Hurford

Members **RESOLVED** unanimously that the Minutes from the meeting held on 18th July 2023 as a correct record.

Proposer Cllr Shearman **Seconded** Cllr Shepherd

AGENDA ITEM 6

2023-0095-TC Minutes – Planning, Highways and Transport

Members **NOTED** the Minutes from the meeting held on 1st August 2023

Members **NOTED** the Minutes from the meeting held on 5th September 2023

2023-0096-TC Minutes – Open Spaces

Members **NOTED** the Minutes from the meeting held on 1st August 2023

23-0034-OS Members resolved unanimously to **RECOMMEND** to Full Council to put a plan in place in future budgets for the cost of hiring a digger to maintain drainage ditches on Town Council land.

Proposer Cllr Hamilton **Seconded** Cllr Shepherd

Members **RESOLVED** unanimously to put a plan in place in future budgets for the cost of hiring a digger to maintain drainage ditches on Town Council land.

Proposer Cllr Taylor **Seconded** Cllr Paul

2023-0097-TC Minutes – Resources

Members **NOTED** the Minutes from the meeting held on 5th September 2023

2023-0098-TC Mayor/Deputy Mayor Reports

Members **NOTED** the Mayors reports.

2023-0099-TC Police Report

There was no police report provided.

The Clerk advised Members that he had recently held a meeting with representatives from the police.

Members were asked if they have any issues/concerns to email the office and the office will email any concerns directly to the police representatives.

If any immediate response is required, please contact the police in the usual ways.

2023-0100-TC Income and Expenditure report

Members **NOTED** the report.

2023-0101-TC Schedule of Payments

A Members **RESOLVED** unanimously to approve the payments for July and August 2023.

Proposer Cllr Sellers **Seconded** Cllr Shearman

B Members resolve to approve the completion of the bank reconciliation for July and August 2023 and note the account balances as of 31 August 2023.

Proposer Cllr Shearman **Seconded** Cllr James

2023-0102-TC Notification of end of audit – AGAR

Members **NOTED** the conclusion of audit and the External Auditors report for 2022/2023.

Members thanked the RFO and the team for all their hard work over the year in achieving an external audit inspection with no matters of concern.

AGENDA ITEM 6

2023-0103-TC **S106 Funding Award from Somerset Council**

Members discussed various options for the fitness trail around the recreation ground. Discussions included splitting the project into 2 phases, it would cost more to complete the project in 2 halves, there are other projects that the money could be spent on, and Members considered if drainage issues on the recreation ground need to be sorted first. Members discussed deferring the building of the fitness trail until after the drainage issues have been investigated.

A Members **RESOLVED** to accept the S106 Award Agreement Terms and Conditions for the fitness trail and gym equipment project.
Proposer Cllr Taylor **Seconded** Cllr James

B Members **RESOLVED** by 4 votes for and 7 against to agree to use the bequest funds towards the installation of a fitness trail.
Proposer Cllr Sellers **Seconded** Cllr Burton

2023-0104-TC **Community Plan** Members **NOTED** the report.

2023-0105-TC **Lighting the Beacon for D Day 80** Members **RESOLVED** unanimously to delegate to officers the arrangements for the lighting of the Beacon on Thursday 6th June 2024 to commemorate the 80th anniversary of D Day. **Proposer** Cllr Paul **Seconded** Cllr Gunn

2023-0106-TC **Minster Miler's Mash 2024** Members **RESOLVED** unanimously to delegate to officers to manage the request received from Minster Milers for their event to be held on Sunday 7th April 2024. **Proposer** Cllr Taylor **Seconded** Cllr James

2023-0107-TC **Bonfire and Fireworks 2023 – Brittens Field** Members discussed the request to hold a bonfire and fireworks on Brittens Field. Discussions included the location of the bonfire, bonfires can be a controversial issue, the Council have declared a climate emergency, it is not a Town Council event, and other organisations have used corrugated tin under the bonfire to protect the ground. Members **RESOLVED** by 8 votes for, 1 against (Cllr Paul abstained) to give permission for a bonfire and firework display in accordance with the bonfire being at the location agreed by Members. The Countryside Manager will make the final decision regarding location. The bonfire is to be placed on corrugated tin sheets. Also to close off the southern entrance of Britten's Field between Britten's Field and Herne Hill in order to allow the event to proceed safely. **Proposer** Cllr Shearman **Seconded** Cllr Sellers

2023-0108-TC **Memorial Tree and Commemoration Bench** Members agreed that officers run a competition to name the garden. Officers will contact Herne View School to ask if each class would like to supply 3 names that will then be emailed to Members to choose their preferred name for the area.

AGENDA ITEM 6

- A Members **RESOLVED** unanimously to the holding of a ceremony of the area dedicated to The Late Queen Elizabeth II
Proposer Cllr Paul **Seconded** Cllr Gunn
- B Members **RESOLVED** unanimously to hold an event on 11 October 2023 in honour of Queen Elizabeth II.
Proposer Cllr Paul **Seconded** Cllr Gunn
- C Members **RESOLVED** unanimously to allocate £500 to reserves towards the dedication event on 11 October 2023.
Proposer Cllr Paul **Seconded** Cllr Gunn

2023-0109-TC Vehicles on the Recreation Ground

Members discussed vehicles driving on the recreation ground. Discussions included health and safety implications, deliveries to the Tony Rice Bar, and could we look at extending the entrance off of The Mead.

- A Members **RESOLVED** by 9 votes for and 2 against to delegate to Officers the installation of a fence and gate extension to the existing fence along Orchard Vale.
Proposer Cllr Shearman **Seconded** Cllr Hamilton
- B Members **RESOLVED** by 9 votes for and 2 against delegate to officers the installation of bollards from those currently in place along The Mead to the fencing to be installed along Orchard Vale.
Proposer Cllr Shearman **Seconded** Cllr Hamilton
- C Members **RESOLVED** by 9 votes for and 2 against to vire £7,500 from General Reserves to finance the installation described in a. and b.
Proposer Cllr Shearman **Seconded** Cllr Hamilton

2023-0110-TC Information Technology Quotes

This item was moved to exempt business.

2023-0111-TC Cleaning Contract

This item was moved to exempt business.

2023-0112-TC Cemetery Lodge

This item was moved to exempt business.

2023-0113-TC Exempt Business

Proposer Cllr Hamilton **Seconded** Cllr Paul

2023-0114-TC Information Technology Quotes

Members **RESOLVED** unanimously to accept proposal 2 for the migration of Town Council files and documents to Sharepoint and for the provision of Staff and Members email accounts.

Proposer Cllr Paul **Seconded** Cllr Gunn

2023-0115-TC Cleaning Contract

Members **RESOLVED** unanimously to agree to delegate to officers to re-issue the quotation request for the cleaning contract with a different specification.

AGENDA ITEM 6

Proposer Cllr Sellers **Seconded** Cllr Jenner-Hurford

2023-0016-TC Cemetery Lodge

Members **RESOLVED** by 10 votes for to earmark an initial budget of £7,500 to allow the actions in this report to be carried out by officers.

Proposer Cllr Jenner-Hurford **Seconded** Cllr MacKillop

Meeting ended at 21.14

DRAFT