

A meeting of the Resources Committee was held on Tuesday 13th August 2019 in the Council Chamber, Council Offices, North Street, Ilminster starting at 19:30hrs

Present

Chair: Cllr J Dewick

Councillors: Cllr P Burton, Cllr M Gunn, Cllr M James, Cllr V Keitch, Cllr S Shepherd and Cllr F White

In attendance

Officers: Mr A Barnett (Grounds Manager) Miss J Norris (Town Clerk)

Councillors: A Shearman

District Councillor B Hamilton

1 member of the public was present at the meeting

R239 Apologies for absence

All members of the committee were present so there were no apologies.

R240 Declarations of Interest

No Declarations of Interest were made in respect of any items on the agenda at this stage of the meeting; however Cllr Keitch subsequently declared a personal interest in Agenda 5 D Grant application from TS5C as the Chair is a personal friend and Cllr Keitch has attended some of their fundraising events.

R241 Minutes

The minutes of the Resources meeting held on 11th June 2019 were considered.

RESOLVED that the minutes of the Resources Committee held on 11th June 2019 be confirmed as a correct record.

The Chairman presented Adam Barnett with his Certificate of Attendance on a Basic Tree Surveying and Inspection Course.

R242 Police Report

This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster. There was no written police report nor were any items raised.

R243 Financial Monitoring.

Information about the Resources Committee income, expenditure and commitments compared with the 2019/20 budget was received.

Issues raised during discussion of this agenda item included:

- Civic evening – income / expenditure
- The amount of money in the contingency heading

RESOLVED to note the report

Chair's Initials

R244 Grants

Grant applications were considered.

a) Yeovil Shopmobility

Issues raised during discussion of this agenda item included:

- The application does not contain all the required information
- The grants fund is generally used to support projects local to Ilminster
- There are no buses to Ilminster which reduces the likelihood of Ilminster residents using the Yeovil shopmobility services

RESOLVED not to give a grant to Yeovil Shopmobility

b) Somerset And Wessex Eating Disorder Association

Issues raised during discussion of this agenda item included:

- Eating disorders affect a lot of people

RESOLVED to give a grant £125.00 to Somerset And Wessex Eating Disorder Association for the purpose of running school awareness sessions for young people living, being educated or socialising in Ilminster.

c) Holly Bignell for World Scout Jamboree

Issues raised during discussion of this agenda item included:

- Previously supported young people attending jamboree – fantastic experience for them

RESOLVED to give a grant £250.00 to Holly Bignall towards her attendance at the World Scout Jamboree

d) TS5C

Issues raised during discussion of this agenda item included:

- Good to help young people get involved and compete

RESOLVED to give a grant of £250.00 to TSC for their work in supporting young athletes

Note: Cllr Keitch- declared a personal interest as this grant application form TS5C was considered

R245 Market House

A request from a current market trader to have a fruit and vegetable stall in the Market House on Mondays was considered.

Issues raised during discussion of this agenda item included:

- Other local traders offer fruit and vegetables
- Would allowing the trader a stall in the market house on a non-market day set a precedent?
- There are a number of shops closing in Ilminster and efforts must be made to keep the town centre vibrant

Chair's Initials

RESOLVED that the request to have a fruit and vegetable stall in the Market House on Mondays is declined.

R246 Cemetery Lodge Rent

The Town Council's letting agent has recommended a rental review of the Cemetery Lodge and in association with the current market value has suggested that the rent is increased from £520.00 per calendar month to £535.00 per calendar month. The Committee's instructions regarding the rent are required.

Issues raised during discussion of this agenda item included:

- The Town Council has spent a considerable amount of money on the property in recent years
- The date of the last rent increase

RESOLVED to advise the Letting Agent to increase the rent to £535.00 per calendar month.

R247 Finance Procedures Risk Register

Consideration was given to the risk register for Finance Procedures and whether or not any changes were required.

- The risk register has been updated to reflect current staffing arrangements especially regarding making payments and checking salary calculations
- An additional risk has been added regarding maintaining reserves at an appropriate level

RESOLVED that the Finance Procedures Risk Register is agreed.

R248 Town Clerk Hours

Consideration was given to the implementation of the Town Council's decision made on 22 January 2019 (Minute 545) that the Town Clerk should be full time i.e.37 hours per week.

Issues raised during discussion of this agenda item included:

- The Town Clerk has been working the additional hours since the Town Council made its decision

RESOLVED that the Town Clerk's contract is changed to a working week of 37 hours per week effective from 1 February 2019

R249 Staffing Update

The Town Clerk reported on general staffing matters including recruitment processes for The Assistant Grounds Manager and the Deputy Town Clerk and identifying training needs for the Grounds Team

RESOLVED to note the report.

The meeting closed at 20:14hrs

Chair's Signature & Date

5/10/19