

Minutes of the Full Council Meeting of Ilminster Town Council held on  
**Tuesday 19<sup>th</sup> October 2021 at 19.30 hrs, in the Council Chamber, Council Office, North  
Street, Ilminster, TA19 0DG.**

**Chair:** Cllr P Burton

**Councillors:** Cllr B Hamilton, Cllr M James, Cllr B Jenner-Hurford, Cllr I MacKillop, Cllr A Shearman, Cllr R Swann, Cllr L Taylor, Cllr N Tinson, Cllr L Wilcock, Cllr M Gunn, Cllr V Keitch

**Officers:** M Tredwin (Town Clerk) J Earp (Deputy Town Clerk and RFO) V Freeman (Administration Officer)

**In attendance:** Cllr L Vijeh

**1033 Public Forum**

There were no members of the public present.

**1034 District and County Councillors report**

The County Councillors report was moved to later in the agenda as Cllr Vijeh had sent her apologies that she would be arriving late for the meeting due to attending another meeting.

Members **NOTED** the District Councillors report.

Members were advised that SSDC will be going back to holding live meetings from 21<sup>st</sup> October 2021.

Chard Leisure Centre opens on 8<sup>th</sup> November.

There is a green business survey on the SSDC website.

Cllr Hamilton advised members that on the Visit Somerset website there is a food and drink interactive map where local businesses can update their details.

**1035 Apologies for Absence**

Cllr F White – Personal reasons

Cllr H Lancaster – Personal reasons

**1036 Declarations of Interest**

There were no Declarations of Interest made.

The meeting Chair asked Cllr Shepherd if he would like to make any declarations of interest regarding the cricket club or the IEF.

**1037 Dispensations**

There were no Dispensations requested or granted.

**1038 Minutes – Town Council**

Cllr Hamilton advised that item 1019 should read ‘all of South Somerset have moved...’ This has now been corrected.

Members **RESOLVED** by 11 for and 2 abstentions that the minutes of the meeting held on the 21<sup>st</sup> September 2021 as a correct record.

**Proposer Cllr Hamilton Seconded Cllr James**

**1039 Minutes – Planning, Highways and Transport**

Cllr James advised that the item P480 should read Mary Carbin. This has now been corrected.

Members **NOTED** the minutes of the meeting held on 5<sup>th</sup> October 2021 and **NOTED** the committee's comments made on the planning applications and consider the recommendations therein.

**1040 Minutes – Open Spaces**

Members **NOTED** the minutes of the meeting held on 5<sup>th</sup> October 2021 and **NOTED** the committee's comments and considered the recommendations therein.

**OS363 Welcome Back Funding** Members **RESOLVED** unanimously to recommend to Full Council to progress projects as identified at the Open Spaces meeting. Delegation to be given to Officers, the Chair and Vice Chair to implement the selected projects.

**Proposer** Cllr Taylor **Seconded** Cllr White

Members **RESOLVED** unanimously to approve the recommendation. **PROPOSER** Cllr Swann **SECONDED** Cllr Gunn

**OS364 Permission for a Plaque tree in Cemetery**

Members **RESOLVED** unanimously to **Recommend** that permission be granted, in consultation with Officers, to place a flat plaque/stone under a tree in section D of the Cemetery.

**Proposer** Cllr Hamilton **Seconded** Cllr Wilcock

Members **RESOLVED** unanimously to approve the recommendation.

**PROPOSER** Cllr Swann **SECONDED** Cllr Hamilton

**OS365 Permission for a plaque on a bench overlooking Britten's Field**

Members **RESOLVED** by 5 votes for and 1 against to grant permission to place a plaque on a bench overlooking Britten's Field with the family making a donation towards the rejuvenation of the bench.

**Proposer** Cllr Hamilton **Seconded** Cllr Gunn

Members **RESOLVED** unanimously to approve the recommendation.

**PROPOSER** Cllr Wilcock **SECONDED** Cllr Swann

**OS366 DEFRA Local Nature Recovery Strategies –**

**consultation** Members **RESOLVED** unanimously to **Recommend** to Full Council that officers should respond as proposed in the report provided.

**Proposer** Cllr Swann **Seconded** Cllr Taylor

Members **RESOLVED** unanimously to approve the recommendation.

**PROPOSER** Cllr Swann **SECONDED** Cllr James

**OS367 Recreation Ground Play Park** Members discussed the health and safety issue of children being able to crawl under the Sophie Louise.

Members **RESOLVED** unanimously to **Recommend** to Full Council to implement the installation of gravel boards to the legs of the Sophie Louise to be fitted by Play UK

**Proposer** Cllr Wilcock **Seconded** Cllr Taylor

Members **RESOLVED** unanimously to approve the recommendation.

**PROPOSER** Cllr Wilcock **SECONDED** Cllr Swann

Cllr Keitch and Cllr Hamilton declared an interest in item OS368 as District Councillors and abstained in the vote.

**OS368 Headstone Testing on the Cemetery** Members discussed the cost of repairing the headstones and the likelihood of being able to contact family members due to the headstones dating back to 1846

Members **RESOLVED** unanimously to **Recommend** to Full Council that Town Council covers the cost of re-sticking 12 headstones.

**Proposer** Cllr Lancaster **Seconded** Cllr Swann

Members were provided with copies of the updated quotes from SSDC.

Members **RESOLVED** by 11 votes for and 2 abstentions to approve the recommendation

**PROPOSER** Cllr Shearman **SECONDED** Cllr Shepherd

**OS370 Electricity and water supply on the recreation**

**ground** Members **RESOLVED** unanimously to **Recommend** to Full Council that officers arrange the installation of an external tap with a lockable cover and pipework for a sink in the Tuck Shop and add a water meter.

**Proposer** Cllr Hamilton **Seconded** Cllr Swann

Members **RESOLVED** unanimously to approve the recommendation

**PROPOSER** Cllr Swann **SECONDED** Cllr Taylor

Members **RESOLVED** unanimously to **Recommend** to Full Council that officers arrange the fitting of external electrical sockets with lockable covers on the Public Toilet Block and Wardens Buildings, and to move internal sockets and install sockets where required in the Tuck Shop.

**Proposer** Cllr Lancaster **Seconded** Cllr White

Members **RESOLVED** unanimously to approve the recommendation.

**PROPOSER** Cllr Hamilton **SECONDED** Cllr Jenner-Hurford

#### **1040 Minutes and Terms of Reference – Council Offices Working Group**

Members **NOTED** the minutes of the meeting held on 7<sup>th</sup> October 2021 and **NOTED** the committee's comments and considered the recommendations therein.

**COWG 07-10-20 Resolution 1 – To Recommend** to Full Council that Officers will where possible and in line with current financial regulations, endeavour to instruct local tradespeople with regards to works at the Old Magistrates building.

Members **RESOLVED** unanimously to approve the recommendation

**PROPOSER** Cllr Tinson **SECONDED** Cllr Shearman

**COWG 07-10-20 Resolution 2 – To Recommend** to Full Council that officers will instruct local tradespeople to carry out all urgent jobs identified by the working group at the 7th October 2021 meeting.

Members **RESOLVED** unanimously to approve the recommendation

**PROPOSER** Cllr Jenner-Hurford **SECONDED** Cllr James

#### **1041 Police Report**

Members **NOTED** the police report.

Members suggested that we should invite our local PCSO to attend a Full Council meeting to update members fully on issues affecting Ilminster.

**1042 Mayor's Report**

Cllr Burton updated members on the events he had attended since the last meeting, Chard Carnival and Young Farmers Harvest Festival at Wells Cathedral.

Cllr Burton enjoyed attending both events, and that they were well attended.

**1043 Deputy Mayor's Report**

Cllr Taylor updated members on the Live West event in Winterhay Lane. A development of 85 affordable houses. One of the roads has been named Whaites Drive in memory of the late Paul Whaites, former local Councillor and Ilminster's former Mayor.

**1044 Clerk's Update Report**

Members **NOTED** the information in the Clerks update report.

The Town Clerk updated members on the Cricket Club and IEF leases notifying them that revised draft leases have yet to be returned before they can be brought before the Town Council.

Cllr Shepherd wished to add further information and more detail to an item that, in his opinion, should have been on the agenda as a separate item. He was reminded by the Chair that due to conflicts of interest he should not be participating in discussions on the leases that were in fact part of the Clerk's update and therefore on the agenda.

Members discussed the Christmas Tree festival and thought it was a nice community event. They also discussed the type of trees that could be used.

The Mayor, with assistance from Officers, will decorate a tree to support the event.

**1045 Neighbourhood Plan Update**

Members **NOTED** the report.

Cllr Shepherd updated Members on the progress of the Neighbourhood Plan.

There will be no press release/update until all the details have been checked.

**1046 Establishment of an Environmental Working Group**

Members discussed whether to create an Environmental Working Group.

Discussions included working groups have a life span and this issue will be ongoing, whether there are too many working groups, and it should be the responsibility of the Full Town Council not a working group.

Members discussed involving the community and setting up a mechanism to deliver what the community would like members to deliver for them.

Members discussed the invitation from the Resilience Communications Officer at Frome Town Council who has shared their Climate Emergency Planning Guide 2021. Members thought it would be a good idea if delegation involved people from various committees and working groups and they can report back to all members.

Cllr Keitch advised that Frome Town Council was in the Mendip area and that SSDC have a Countryside Manager/Portfolio Manager who would be willing to come to a

meeting to speak to members. Officers to invite Portfolio Manager to the next Open Spaces meeting.

Cllr Vijeh arrived at 20.24

**1047 Finance Report**

Members **NOTED** the finance report and the breakdown of costs for the Ilminster Recreation Ground Play Park Refurbishment.

Concern was raised over the delay to the Youth Shelter and whether the costs would increase. Members were advised that there are still funds available within the budget should that happen.

**1048 Kickstart Employment Reports**

Members discussed taking on an employee as part of the Government backed Kickstart scheme.

Members considered how many hours a week they would work 25 or 37, whether it would be 1 or 2 employees or 1 employee to start with and extend to a 2<sup>nd</sup> employee at a later date. Whether we would use the Kickstart Gateway or apply directly, as applicants can be from 16 years, what safeguarding/DBS checks would be required, any costs to the Council.

Cllr Keitch updated members that SSDC have been using the scheme to employ 3 or 4 people every 2 weeks and the scheme has been very successful.

The Town Clerk advised that the proposed date for the 1<sup>st</sup> employee starting would be 28th March 2022, due to being able to provide more diverse training during the spring/summer period as there are limited jobs to be done during the winter months. Members **RESOLVED** by 12 votes for to 1 against to employ one employee in the external works team for 37 hours per week through the Government Kickstart program. Officers to be delegated responsibility to decide whether to use a Kickstart Gateway or to apply directly.

**Proposer** Cllr Shepherd **Seconded** Cllr Shearman

**1049 Queen's Platinum Jubilee Activities**

Members discussed ideas for the Queens Platinum Jubilee Activities, including that Ilminster is very good at holding successful events to celebrate occasions.

Members agreed to holding a meeting with various organisations/groups in the town to discuss ideas and work together to arrange the activities.

**1050 Permission to use the driveway of the Magistrates Court**

Members **RESOLVED** unanimously to grant permission to allow the driveway of the Magistrates Court to be used for a puppet show on Victorian Evening, 19<sup>th</sup> November 2021

**Proposed** Cllr Hurford-Jenner **Seconded** Cllr Keitch

**1051 Permission to hold a vegan market**

Members **RESOLVED** unanimously to grant permission to allow the vegan market to be held on the car parking area of the market and Magistrates Court car park on Saturday 11<sup>th</sup> December 2021

**Proposer** Cllr Swann **Seconded** Cllr Jenner-Hurford

**1052 County Councillors Report**

Cllr Vijeh apologised for her late arrival due to attending another meeting.  
Members **NOTED** Cllr Vijeh's report. There are no further urgent updates since the report was written.

**1052 Future of Local Government in Somerset**

Cllr Keitch updated members on the latest information regarding the new unitary authority.

An Advisory Board has been set up. A joint committee to set up the unitary authority. The Chief Executives meet weekly.

The Structural Change Order has been delayed by 1 week.

There is no update on how many seats each area will have.

There will be no full boundary review yet, but possibly in 2023.

There will be a lot of work to do between now and May 2022.

The SSDC Chief Executive has already been through this experience and will be able to offer advice.

Everyone is committed to making it work for the people of South Somerset and Somerset.

Members will be updated as soon as any further information is available.

**1053 Exempt Business**

There was no exempt business.

Meeting ended 20.58