

AGENDA ITEM 6

Minutes of the Extra Ordinary Full Council Meeting held on
28th November 2023 at 19.30hrs, in the **Council Chamber, Council Offices,
North Street, Ilminster, TA19 0DG**

Chair: Cllr L Taylor

Committee: Cllr B Hamilton, Cllr M James, Cllr B Jenner-Hurford, Cllr I MacKillop, Cllr S Osborne, Cllr D Paul, Cllr A Shearman, Cllr S Shepherd, Cllr N Tinson.

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

In attendance: There were no members of public present.

2023-0151-TC Public Forum

There were no members of public present.

2023-0152-TC Apologies for Absence

Cllr M Gunn

Cllr J Karchud

Cllr V Keitch

Cllr P Sellers

The Clerk has confirmed that reasons have been provided.

2023-0153-TC Somerset Council Member's Reports

There was no Somerset Councillor report received.

2023-0154-TC Declarations of Interest

Cllr Paul declared an interest in Agenda item 15 Application for a container from Ilminster Sports Club Limited (ISCL).

2023-0155-TC Dispensations

There were none requested or granted.

2023-0156-TC Minutes – Town Council

Members **RESOLVED** unanimously that the Minutes from the meeting held on 21 November 2023 as a correct record.

Proposer Cllr Taylor **Seconded** Cllr James

2023-0157-TC Minutes – Planning, Highways and Transport

Members **NOTED** the Minutes from the meeting held on 7th November 2023

2023-0158-TC Minutes – Resources

Members **NOTED** the Minutes from the meeting held on 7th November 2023

R23-032 Staff Update

Members **RESOLVED** unanimously to agree the back payment of salary 1 April 2023 to all employees in line with the National Pay Award for the financial year 2023-24.

Members **RESOLVED** unanimously to agree the back payment of salary 1 April 2023 to all employees in line with the National Pay Award for the financial year 2023-24.

Proposer Cllr MacKillop Seconded Cllr Tinson

2023-0159-TC Mayor/Deputy Mayor Reports

Members **NOTED** the Mayors reports.

2023-0160-TC Police Report

There was no police report provided.

Members were asked to report any queries directly to officers.

2023-0161-TC Co-option

Members **NOTED** the report.

2023-0162-TC Schedule of Payments

a. Members **RESOLVED** unanimously by to approve the payments for October 2023.

Proposer Cllr Taylor Seconded Cllr James

b. Members **RESOLVED** by 9 votes for and 1 abstention (Cllr Hamilton) to approve the completion of the bank reconciliation for October 2023 and note the account balances as of 31 October 2023.

Proposer Cllr James Seconded Cllr Osborne

c. Members **NOTED** a transfer will be made of £90,000 from the Unity Trust Instant Access Account to the Natwest Current Account on 1st December 2023.

2023-0163-TC Interim Audit Results

Members unanimously formally **NOTED** the internal auditor's reports and resolve to approve the Town Clerk's responses to the interim audit report for 2023-2024.

Proposer Cllr Tinson Seconded Cllr Shearman

2023-0164-TC Draft Budget 2024/2025

Members discussed the draft budget. Cllr MacKillop will be attending the Somerset Association of Local Councils (SALC) AGM and will provide an update to Members. Officers have set up an internet survey (paper copies are also available) asking Iminster residents 'Which services currently provided in Iminster by Somerset Council are important you?' and to tick 3 that apply.

2023-0165-TC Application for a container from Iminster Sports Club Limited (ISCL)

Members discussed the application, including if planning permission would be required or if it was classed as permitted development.

Members **RESOLVED** by 7 votes for, 1 against and 2 abstentions (Cllr Paul due to a declaration of interest) to agree to the request from Iminster Sports Club Ltd to site a second container in their compound on Britten's Field.

Proposer Cllr Jenner-Hurford Seconded Cllr Hamilton

2023-0166-TC Clearing North Street Offices

Members discussed the options for clearing the North Street office.

- A. Members **RESOLVED** unanimously to delegate to officers to arrange a blind auction to dispose of the items in Appendix 16A and to arrange for the appropriate disposal of any unsold/unsaleable items.
Proposer Cllr Hamilton **Seconded** Cllr Shearman
- B. Members **RESOLVED** unanimously to delegate to officers to organise the removal of the wall hangings in the Chamber and to have them hung in the Old Magistrates Court and 2 historical chairs to be relocated to the Old Magistrates Court.
Proposer Cllr Taylor **Seconded** Cllr Shearman
- C. Members **RESOLVED** unanimously to delegate to officers to organise the scanning of the burial books and accept the quote given, and to put plans in place for moving documents to Somerset Heritage Centre.
Proposer Cllr James **Seconded** Cllr Hamilton
- D. Members **RESOLVED** unanimously to delegate to officers to give 90 days notice to the internet provider to finish the contract for North Street on 31 March 2024.
Proposer Cllr Hamilton **Seconded** Cllr Osborne

2023-0167-TC Scouts visit to Ilminster Town Council

The Mayor updated Members of the recent successful visit of the Scouts to the Ilminster Town Council offices.

The Scouts held a mock Council meeting in the chamber and learned all about how the Council works. The Scouts came up with some great ideas and suggestions that the Town Clerk will report back to Members in due course.

2023-0168-TC Grant Applications

A Members **RESOLVED** unanimously to suspend Financial Regulations for this application only. The Quakers had received a grant in December 2022 for a Warm Space.

Proposer Cllr James **Seconded** Cllr Hamilton

B Members **RESOLVED** unanimously to award a grant of £160 to the Quakers to provide a Warm Space in Ilminster.

Proposer Cllr James **Seconded** Cllr Shepherd

2023-0169-TC Exempt Business

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960

Proposer Cllr Hamilton **Seconded** Cllr Jenner-Hurford

2023-0170-TC West Crescent Play Park Quotes

A Members **RESOLVED** unanimously to suspend Financial Regulation 11.1b for this Agenda item only to purchase new play equipment for the West Crescent Play Park.

Proposer Cllr Taylor **Seconded** Cllr Hamilton

B Members **RESOLVED** unanimously to accept quote A for the supply and installation of the new play equipment at West Crescent.

Proposer Cllr James **Seconded** Cllr Paul

C Members **RESOLVED** unanimously to fund the playpark refurbishment from the bequest fund and to install a plaque as a dedication to the benefactor.

Proposer Cllr Shearman **Seconded** Cllr Tinson

2023-0171-TC Fitness Equipment Quotes

Members **RESOLVED** unanimously to accept the proposed fitness station quotation from Company A to supply the equipment and arrange for it to be installed by Company D, to be funded from the approved S106 funding.

Proposer Cllr Jenner-Hurford **Seconded** Cllr Paul

2023-0172-TC Path to the Tennis Courts

Members **RESOLVED** unanimously to accept quote A to lay a path to the tennis court from Canal Way to make the tennis courts accessible, including replacing the gate posts and using the soil bank for feathering.

Proposer Cllr Paul **Seconded** Cllr Tinson

2023-0173-TC Cleaning Contract

Members **RESOLVED** unanimously to accept quote 2 provided for a one-year cleaning contract for the following areas:

- a. Old Magistrates Court
- b. Warden's Buildings
- c. Public Conveniences
- d. Cemetery toilet - this was removed from the contract due to the resolution at Minute No. **2023-0175-TC** to close it.

and to request that the contractor endeavours to supply an alternative cleaner for the public toilets.

Proposer Cllr Jenner-Hurford **Seconded** Cllr Paul

2023-0174-TC To receive details of the Lease Meetings

Cllr Shepherd and Cllr Paul declared an interest in this Agenda item.

Members **NOTED** the report.

Members **RESOLVED** by 7 votes for and 3 abstentions (including Cllr Shepherd and Cllr Paul) to request full accounts and carry out due diligence before any grant applications are approved.

Proposer Cllr Taylor **Seconded** Cllr Tinson

Members asked officers to collate a list of possible venues and costs of locations to hold future Town Council meetings to bring to a future meeting.

2023-0175-TC Cemetery Lodge
Members **NOTED** the report.

A Members **RESOLVED** by 9 votes for and 1 against to agree to the immediate closure of the cemetery toilet.

Proposer Cllr Hamilton **Seconded** Cllr Taylor

B Members **RESOLVED** unanimously to delegate to officers to organise a meeting with a conveyancer and/or decide to take further action regarding the septic tank.

Proposer Cllr Hamilton **Seconded** Cllr Taylor

2023-0176-TC Town Clerk's appraisal
Members **NOTED** the report.

Meeting ended at 21.27.

Draft