

Minutes of the Full Council Meeting held on
27th September 2022 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 V Keitch, Cllr I Mackillop, Cllr S Osborne, Cllr P Sellers,

Cllr A Shearman, Cllr S Shepherd, Cllr N Tinson, Cllr L Wilcock

Officers: M Tredwin (Town Clerk), J Earp (Deputy Town Clerk and RFO), A Brown
(Administration Officer)

In attendance: 1 member of the public

2022-0088-TC Public Forum

There were no members of the public who requested to speak

2022-0089-TC Apologies for Absence

Cllr M Gunn – Business reasons
Cllr D Paul - Business reasons

2022-0090-TC District and County Councillors Report

Members **NOTED** the District Councillors report
Members **NOTED** the County Councillors report, Cllr Osborne apologised
for no report this month. **NOTED.**

2022-0091-TC Declarations of Interest

Cllr Shepherd declared an interest in Agenda Items 29 Ilminster Education
Foundation Lease on the recreation ground.

Cllr Hamilton declared an interest in Agenda Items 22 and 25, Tennis
court refurbishment and the Judicial review against South Somerset
District Council.

Cllr Keitch declared an interest in Agenda Items 25 Judicial review against
South Somerset District Council.

Cllr Burton declared an interest in Agenda Items 23, Photocopier and
Telephone contract ratification.

2022-0092-TC Dispensations

Dispensation was given to Cllr Shepherd Agenda Item 29, the Town Clerk
had no issue with Cllr Shepherd remaining, but he could not vote.

2022-0093-TC Minutes – Town Council

Members **RESOLVED** unanimously that the Minutes from the meeting
held on 19th July 2022 as a correct record.

Proposer Cllr Shearman **Seconded** Cllr Tinson

2022-0094TC Minutes – Planning, Highways and Transport

Members **NOTED** the Minutes from the meeting held on 6th September
2022.

2022-0095-TC Minutes – Resources Committee

Members **NOTED** the Minutes from the meeting held on 6th September 2022 and considered the recommendations from the committee.

- A R22-019 Clerks update report** Members **RESOLVED** unanimously that Full Council could transfer funds from General Reserves to cover expenditure for the Neighbourhood plan.
Proposer Cllr Hamilton **Seconded** Cllr Shepherd.
- B R22-027 Legionella Risk Assessment** Members **RESOLVED** unanimously that Legionella should be tested and proposed that the quote be accepted as it had not been performed previously.
Proposer Cllr Shearman **Seconded** Cllr James
- C R22-028 Staffing update** Members **RESOLVED** unanimously
- (i) Members **RESOLVED** to formally recommend to the ratification of the appointment of the new Recreation Manager.
Proposer Cllr Jenner-Hurford **Seconded** Cllr Shearman
 - (ii) Members **RESOLVED** unanimously to formally recommend the ratification of the movement of employee 13 and employee 8, up one spinal point as a result of the successful completion of their appraisals.
Proposer Cllr Burton **Seconded** Cllr Wilcock
 - (iii) Members **RESOLVED** unanimously to formally recommend that employee 14 move up one spinal point in line with the terms of his contract of employment. **Proposer** Cllr Taylor **Seconded** Cllr Sellers

2022-0096-TC Police Report

Members **NOTED** the police report. Cllr Keitch proposed Ilminster Town Council write a Thank you letter to Constable Rob Jameson for his service to Ilminster. All in agreement.

2022-0097-TC Mayor/Deputy Mayors reports

Members **NOTED** the Mayor and Deputy Mayor's reports

2022-0098-TC Income and Expenditure report

Members **NOTED** the income and expenditure report. Discussions included moving costs were less than expected. It was discussed about cost-of-living increases, Ilminster Town Council were on a fixed contract for utilities until the summer. The cost-of-living rise was being reflected across the board. This should be noted in mind with our Budget meeting coming up on 22nd October 2022, the council might see a big hit on rising costs.

Members **RESOLVED** unanimously to move budget heading for Tourist information Centre from Council to Resources.

Proposer Cllr Wilcock **Seconded** Cllr Jenner-Hurford.

2022-0099-TC Schedule Payments

Cllr Shearman asked if by doing bank reconciliations, whether he should abstain. The Town Clerk advised that would not affect voting.

Members **RESOLVED** unanimously to accept payments for July and August 2022.

Proposer Cllr Jenner-Hurford **Seconded** Cllr Shepherd

2022-0100-TC CCLA Public Sector Deposit Fund Signatories

Members **RESOLVED unanimously** to add the additional signatories to the CCLA Public Sector Deposit Account:

Cllr Ben Jenner-Hurford

Cllr Neil Tinson

Town Clerk Mark Tredwin

Proposer Cllr Shearman **Seconded** Cllr Hamilton

2022-0101-TC SAAA 2022 Opt-out Communication

Members **RESOLVED unanimously** to note the acknowledgement but to remain within the scheme. PKF Littlejohn are the current external auditors whose contract finishes this year.

Proposer Cllr Sellers **Seconded** Cllr Keitch

2022-0102-TC Clerk's Update

Members **NOTED** the Clerk's Update

Cllr Osborne discussed attending the Flood Resilience meeting regarding Home Farm, Station Road, and Ditton Street. Ilminster Town Council have distributed sandbags and sand to residents.

Discussions followed regarding future uses of the North Street offices and Cemetery Lodge, and a working group had been set up to discuss options.

Town Clerk and Cllr Shepherd received a letter from the Neighbourhood Plan Inspector who had issued 27 points to be answered – ECA and the Neighbourhood Plan Development Group to discuss and respond. Cllr Shepherd advised all Councillors that they should attend the meeting. The deadline for responses is 18th October 2022. Cllr James asked if ECA could be audited after this process.

Town Clerk discussed the support received from MTIG including the Welcome Back Funding which Ilminster Town had received. MTIG is finishing in November 2022. Cllr Keitch asked if we could send a Thank you letter for their support.

2022-0103-TC Use of the Market House

Members discussed the situation for clarity. The Market House should be used as Ilminster is a market town, and times have changed and the council should encourage use of it. Charities and not for profit organisations should still be given priority on Saturdays.

Members **RESOLVED** unanimously to approve the request from Funky Flying Bazaar and Cottage Flowers to use the Market House outside normal market operating hours and to delegate to officers' authority to manage any future requests as being a management function of the council.

Proposer Cllr Shearman **Seconded** Cllr Wilcox

2022-0104-TC Chairs Award for Service to the Community 2022/23 – 17th February 2023

Members **RESOLVED** unanimously to delegate to officers to seek suitable nominations for the Chair's Award for Service to the Community 2022-23 in consultation with the Mayor, Deputy Mayor and Chairs of Resources and Open Spaces. Any possible nominations will be brought to the meeting of the Town Council on 18th October 2022 for all Members to consider.

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

2022-0105-TC Halloween Pumpkin / best decorated house competition

There was a brief discussion about the last competition, and it was agreed that it was a good opportunity for community engagement. The Members who volunteered to be judges: Cllr Keitch, Cllr Taylor, Cllr James, and Cllr Osborne. Cllr Hamilton also proposed that 2nd prizes to be included and the prize total increased to the value of £50.00.

Members **RESOLVED** 13 votes for and 1 abstention to give delegated authority to officers to organise a Halloween competition for 2022 and to increase the total prize value to £50.00.

Proposer Cllr Hamilton **Seconded** Cllr Keitch

2022-0106-TC Cost of living crisis

Members **NOTED** the report and identified and discussed that Members are to produce strategies for the cost-of-living crisis in Ilminster by Friday 14th October 2022, and that this is to be included for consideration at the October Full Council meeting.

Cllr Osborne advised of a working group for Somerset County Council and the findings will be presented to Town Councils having limited powers. Councillors to discuss what is needed, collating a list of available resources, e.g., village agent, Spark facilitators, Town Council officers to collate a list of local groups. Cllr Keitch, Cllr Taylor, and Cllr Mackillop agreed to help chair and organise.

2022-0107-TC To consider memorials for Her Majesty Queen Elizabeth II

Members discussed suitable locations that they wished to place a bench and plaque. Discussion about a survey of an old oak tree has highlighted that it will need to be replaced within the next few years, and it could be a good opportunity to plant a replacement tree.

Members **RESOLVED** unanimously that the location for the bench and plaque in honour of the Late Queen Elizabeth II should be placed at the entrance to the recreation ground near the Tony Rice bar, besides the old oak tree along with a replacement tree.

Proposer Cllr Shepherd **Seconded** Cllr James

2022-0108-TC Future of Local Government in Somerset

Members **NOTED** the Future of Local Government in Somerset update. Members received an update on the 3 proposals and to consider filling in the questionnaire as residents of Somerset, sharing the questionnaire with our community to consider how they see Ilminster within the unification of the District Councils and Somerset County Council. It is advised that all should get involved, it's important to have our say, and have community involvement.

2022-0109-TC Tennis Court Refurbishment
This item was moved to Exempt Business

2022-0110-TC Photocopier and Telephone Contract Ratification
This item was moved to Exempt Business

2022-0111-TC IEF Lease on Recreation Ground
This item was moved to Exempt Business

2022-0112-TC Judicial Review
This item was moved to Exempt Business

2022-0113-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 Shearman **Seconded** Cllr Hamilton

2022-0114-TC Tennis Court Refurbishment

Cllr Hamilton declared an interest in Agenda Item 22

Members considered the 3 options as outlined in the report presented and provided by the LTA Representative. Further discussions included maintenance, a booking system, technology, internet access, mobile signal, insurance and vandalism.

Members **RESOLVED** unanimously that this decision be deferred to the next Town Council meeting on 18th October 2022 so that more information and comparisons can be considered. Based upon these findings, a final decision would be made to either accept or decline the offer.

Proposer Cllr Osborne **Seconded** Cllr Hamilton

The Town Clerk reminded members that under Standing Order 3x the meeting had reached the 2 hours limit and a vote of Members shall be taken over its continuation and that the meeting shall not exceed 2 hours 30 minutes.

2022-0115-TC Vote to extend the meeting
Members **RESOLVED** unanimously that the meeting should be extended.
Proposer Cllr Taylor **Seconded** Cllr Shearman

2022-0116-TC Photocopier and Telephone Contract Ratification

Cllr Burton declared an interest in Agenda Item 23

(i) Members **RESOLVED** by 13 votes and 1 abstention to delegate authority to officers, to purchase a new photocopier in accordance with Financial Regulations.

Proposer Cllr Hamilton **Seconded** Cllr Shepherd

(ii) Members **RESOLVED** by 13 votes and 1 abstention to delegate authority to officers to engage a communications company to provide internet and telephones at the offices in the Old

AGENDA ITEM 6

Magistrates Court. Any engagement will be carried out in accordance with Financial Regulations and Standing orders.

Proposer Cllr Hamilton **Seconded** Cllr Shepherd

2022-0117-TC IEF Lease on Recreation Ground

Cllr Shepherd declared an interest in Agenda Item 29

Members **RESOLVED** by 13 votes and 1 abstention to accept Solicitors drawing up a lease agreement that will allow for individual variations. This to then be brought back to Full Council for Final approval.

Proposer Cllr Shearman **Seconded** Cllr Burton

2022-0118-TC Judicial Review

Cllr Keitch and Cllr Hamilton declared an interest in Agenda Item 25

Members were updated on the Judicial Review Claim against SSDC. Members **RESOLVED by 10 votes and 3 abstentions** to authorise the Town Clerk to attend the Judicial Review Hearing on the 12 October 2022.

Proposer Cllr Burton **Seconded** Cllr Shearman

Meeting ended at 22:17

DRY