

Minutes of the Full Town Council Meeting held on
**21st June 2022 at 19:30 hrs, in the Council Chamber, Council Offices,
North Street, Ilminster, TA19 0DG**

Chair: Cllr B Hamilton

Committee: Cllr P Burton, Cllr B Jenner-Hurford, Cllr V Keitch, Cllr I MacKillop, Cllr S Osborne, Cllr D Paul, Cllr P Sellers, Cllr A Shearman, Cllr S Shepherd, Cllr N Tinson, Cllr L Wilcock

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

In Attendance: 2 members of public and County Councillor Emily Pearlstone

At the start of the meeting Cllr Hamilton asked members to pause for a few moments to show our support for Armed Forces Day

2022-0038-TC Public Forum

Mrs Betty Brookes addressed members on behalf of the residents of Ile Court to ask members to consider re opening the gate to allow access from Ile Court to East Street. Mrs Brookes advised members that many of the residents have mobility issues, and the path is not as steep as the alternative, North Street.

The Meeting Chair thanked Mrs Brookes for her comments and advised that it would be fully discussed later in the meeting as an agenda item.

2022-0039-TC Apologies for Absence

Cllr Gunn – Business reasons
Cllr Taylor – Personal reasons
Cllr James – Personal reasons

Cllr Wilcock joined the meeting at 19.52

2022-0040-TC District and County Councillors Reports

Cllr Hamilton updated members on recent events at SSDC. Updates included the establishment of a Joint Scrutiny Committee, the extension of the Remote Meetings Provision, the adoption of the Somerset Anti-Racism Statement and the Decarbonisation programme.

Cllr Keitch updated members on the progress of setting up the new authority and how stretch SSDC are at the moment, around 70% of staff are involved in work streams for the new authority. The long list for the position of Chief Executive has been drawn up, the short listing will start shortly.

There is still a lot of work to be done regarding the LGR. The new council will not be fully up and running by vesting day, the aim is for the council to be safe and legal.

Cllr Osborne updated members on the extensive training she has received over the last month and how well prepared and helpful all training staff have been. There are some exciting projects coming up, it's going to be an exciting 5 years. The Section 19 report for the flooding in Chard has been released and the Ilminster report should be released shortly.

Members were encouraged to respond to the A358 consultation on a personal basis.

The Town Clerk reminded members to email him any responses they would like added to the Town Council's A358 response.

2022-0041-TC Declarations of Interest

Cllr Hamilton declared a personal interest in agenda item 24 Judicial Review claim against South Somerset District Council, as a member of the council, a member of the Area West committee and committees Vice Chair. Cllr Hamilton recused himself and asked the council to appoint a temporary Chair for that agenda item.

Cllr Keitch declared a personal interest in agenda item 24 Judicial Review claim against South Somerset District Council as SSDC leader. Cllr Keitch advised members that she would recuse herself before any discussions commenced.

Cllr Osborne declared a personal interest in agenda item 24 Judicial Review claim against South Somerset District Council as a member of the Area West committee. Cllr Osborne advised members that she would recuse herself before any discussions commenced.

2022-0042-TC Dispensations

None requested, none granted

2022-0043-TC Ile Court – East Street via The Old Magistrates

- A** Members **RESOLVED** unanimously to put forward agenda item 22 Ile Court – East Street via The Old Magistrates

Proposer Cllr Hamilton **Seconded** Cllr Shearman

Members discussed the proposal, discussions included how difficult it has been for the Ile Court residents to get into town since the gate was closed at the start of covid, do we need to confer with the manager of the Co Op, and the days/times the gate will be open.

- B** Members **RESOLVED** unanimously that access be allowed from Ile Court to East Street be allowed during office hours, subject to members of staff being on site at the Council Office.

Proposer Cllr Keitch **Seconded** Cllr Shepherd

2022-0044-TC Minutes – Town Council

Members **RESOLVED** by 11 votes for and 1 abstention that the minutes from the meeting held on 17th May 2022 as a correct record.

Proposer Cllr Shearman **Seconded** Cllr Taylor

2022-0045-TC Minutes – Planning, Highways and Transport

Members **NOTED** the minutes from the meeting held on 7th June 2022

Members to **note** delegated resolution **22-0028-PHT A358 Public Consultation Review – documents from Highways**, Members **RESOLVED** unanimously to delegate authority to officers to submit a collective response from the Town Council using comments from this meeting held on 7th June 2022 and Members agree to support proposals put forward from the Community of Parishes in the response to the revisions.

Proposer Cllr Shearman **Seconded** Cllr Gunn

2022-0046-TC Minutes – Open Spaces Committee

Members **NOTED** the minutes from the meeting held on 7th June 2022

22-0021-OS Memorial Bench Policy

Members **Resolved** unanimously to **recommend** to Full Council that the proposed Memorial Bench policy be adopted and that officers be delegated authority to manage and authorise applications.

Proposer Cllr Hamilton **Seconded** Cllr Shepherd.

- A** Members **RESOLVED** unanimously that the proposed Memorial Bench policy be adopted, and officers be delegated authority to manage and authorise applications.

Proposer Cllr Wilcock **Seconded** Cllr Osborne

22-0022-OS Recreation Ground Mound

Members **Resolved** unanimously to **recommend** to Full Council to delegate authority to officers to establish and implement a solution to the bare ground on the mound.

Proposer Cllr Shepherd **Seconded** Cllr Hamilton

- B** Members **RESOLVED** unanimously to delegate authority to officers to establish and implement a solution to the bare ground on the mound.

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

2022-0047-TC Police Report

Members **NOTED** the Police report

2022-0048-TC Mayors/Deputy Mayors reports

The Deputy Mayor updated members of recent events he has attended

June 2022

2nd June Town Crier, Church Service at the Minster, Beacon Lighting

3rd June Chard Jubilee Parade

5th June Family Thanksgiving service at Taunton Minster

11th June IMEX meet the councillors

12th June Announce winners of Scarecrow Competition at IMEX

12th June Present favourite car award at IMEX

14th June Open Art Exhibition at the Arts Centre

18th June Chard Mayor making

18th June Kirsty Hughes Funeral and wake

21st June Present the Scarecrow winners prizes before T/C meeting

2022-0049-TC Internal Auditor Report 2021/22

Members **NOTED** the internal auditor's reports.

Members **RESOLVED** unanimously to approve the Town Clerk's responses to both the Interim Report and the End of Year Report for 2021-2022

Proposer Cllr Shepherd **Seconded** Cllr Paul

2022-0050-TC Fixed Asset Register

- A** Members **FORMALLY NOTED** unanimously that the total of 'Fixed Assets Purchased' less the cost of 'Fixed Assets Disposed' did not agree to the change in asset values between 2020/21 and 2021/22. The asset value

has changed by £223,393, however purchases (less disposals) were £230,283 a difference of £6,890.

Proposer Cllr Shepherd **Seconded** Cllr Shearman

- B** Members **RESOLVED** unanimously to accept the Town Council's Fixed Asset Register for the financial year 2021-2022 as presented to the meeting.

Proposer Cllr Shepherd **Proposer** Cllr Shearman

2022-0051-TC Appointment of Members to outside organisations

Members **RESOLVED** unanimously to appoint Cllr Shepherd to the Market Town Investment Group and Cllr James to the Royal British Legion (RBL)

Proposer Cllr Shearman **Seconded** Cllr Osborne

2022-0052-TC Councillor Representatives of external organisations

There were no updates.

2022-0053-TC Credit Card Procedures

Members **RESOLVED** unanimously to adopt the proposed Credit Card Policy for Ilminster Town Council.

Proposer Cllr Wilcock **Seconded** Cllr Shepherd

2022-0054-TC Town Council Investment Policy

Members **RESOLVED** unanimously to approve the Ilminster Town Council Treasury and Investment Policy presented to the Full Council meeting.

Proposer Cllr Shearman **Seconded** Cllr Shepherd

2022-0055-TC AGAR 2021/22

The clerk Introduced the AGAR 2021/2022 report to members and they discussed various implications emanating from each of the AGAR statements.

2022-0055-TC.1 AGAR Statement 1 - Members RESOLVED unanimously to agree Statement 1

We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.

Proposer Cllr Shearman **Seconded** Cllr Osborne

2022.0055-TC.2 AGAR Statement 2 - Members RESOLVED unanimously to agree **Statement 2**

We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.

Proposer Cllr Shearman **Seconded** Cllr Wilcock

2022.0055.TC.3 AGAR Statement 3 - Members RESOLVED unanimously to agree **Statement 3**

We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.

Proposer Cllr Shearman **Seconded** Cllr Wilcock

2022.0055.TC.4 AGAR Statement 4 - Members RESOLVED unanimously to agree **Statement 4**

We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.

Proposer Cllr Shearman **Seconded** Cllr Shepherd

2022.0055.TC.5 AGAR Statement 5 - Members RESOLVED unanimously to agree **Statement 5**

We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.

Proposer Cllr Shepherd **Seconded** Cllr Shearman

2022.0055.TC.6 AGAR Statement 6 - Members RESOLVED unanimously to agree **Statement 6**

We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.

Proposer Cllr Tinson **Seconded** Cllr MacKillop

2022.0055.TC.7 AGAR Statement 7 - Members RESOLVED unanimously to agree **Statement 7**

We took appropriate action on all matters raised in reports from internal and external audit.

Proposer Cllr Wilcock **Seconded** Cllr Shearman

2022.0055.TC.8 AGAR Statement 8 - Members RESOLVED unanimously to agree **Statement 8**

We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.

Proposer Cllr Shepherd **Seconded** Cllr Shearman

2022-0056-TC Accounting Statement 2021/22

Members **RESOLVED** unanimously to agree the Accounting Statement for 2021/22

Proposer Cllr Shearman **Seconded** Cllr Tinson

2022-0057-TC Publishing the AGAR Notice to Electors

Members **RESOLVED** unanimously to publish the Notice to Electors from the 27th June 2022 and 5th August 2022

Proposer Cllr Shearman **Seconded** Cllr Hamilton

21.05 Cllr Keitch left the meeting

2022-0058-TC Income and Expenditure report

Members **NOTED** the report and thanked officers for producing the informative report.

Members **RESOLVED** unanimously to approve the attached schedule of payments for April and May 2022.

Proposer Cllr Shepherd **Seconded** Cllr Wilcock

2022-0059-TC Finance budget report

Members discussed the possible costs of moving into the Old Magistrates Building and if a contingency fund has been budgeted for.

Members **NOTED** the finance report.

2022-0060-TC Wessex Water Sewerage Overflow update

Members discussed the report, discussions included that members voted that their preferred choice was for the facility to be located on the recreation ground.

The Town Clerk advised members that a meeting has been arranged for 12th July so he can put members questions/concerns to the Wessex Water representative.

A representative from Wessex Water will be attending the next Full Council meeting.

Members **NOTED** the report

2022-0061-TC Food bank

Members **RESOLVED** unanimously to support the Food Bank by donating £100.00 of cleaning products per month

Proposer Cllr Burton **Seconded** Cllr Shepherd

2022-0062-TC Future of Local Government in Somerset

This item was covered as part of the County Councillors report, minute item 2022-0040-TC

2022-0063-TC Judicial Review claim against South Somerset District Council

Members **RESOLVED** unanimously to move this item to exempt business.

Proposer Cllr Paul **Seconded** Cllr Tinson

2022-0064-TC

Members **RESOLVED** unanimously for Cllr Shearman to take over as meeting Chair for this agenda item.

Proposer Cllr Shepherd **Seconded** Cllr Tinson

21.37 Cllr Hamilton and Cllr Osborne left the meeting

2022-0065-TC Exempt Business

That in the view of the confidential nature of the business about to be transacted, it is advised 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 Shepherd **Seconded** Cllr Taylor

2022-0066-TC Judicial Review claim against South Somerset District Council

Members were updated on the request from CPRE for a Judicial Review to be carried out into SSDC's decision to allow the Town Council's application for a Carnival Park to go ahead.

The Town Council have been named as an interested party. Members agreed with the Clerk's reasoning for any proposed hearing, should it go ahead, to be held in the South Western Circuit.

Meeting ended at 21.55