

Minutes of the Full Council Meeting held on
**21st March 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 Gunn, Cllr I MacKillop, Cllr A Shearman, Cllr D Paul, Cllr P Sellers

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

In attendance: There were no members of the public.

2022-0236-TC Public Forum

There were no members of the public who wished to speak.

2022-0237-TC Apologies for Absence

Cllr P Burton – Personal reasons
Cllr M James – Personal reasons
Cllr B Jenner-Hurford – Business commitment
Cllr S Osborne - Business commitment
Cllr S Shepherd – Personal reasons
Cllr N Tinson - Business commitment
Cllr V Keitch – Personal reasons

2022-0238-TC District and County Councillors Reports

Members **NOTED** the District and County Councillors Reports
The Mayor thanked Cllr Hamilton and Cllr Keitch for their service as Members of South Somerset District Council and for the positive way they have represented Ilminster Town Council at District level.
Members noted that this was the last meeting before Vesting Day of the new Somerset Council and acknowledged the productive and positive working relationship between Ilminster Town Council and SSDC over the years.

2022-0239-TC Dispensations

There were no dispensations requested or granted.

2022-0240-TC Minutes – Town Council

Members **RESOLVED** by 4 votes for that the Minutes from the meeting held on 21st February 2023 as a correct record.
Proposer Cllr Taylor **Seconded** Cllr Hamilton

2022-0241-TC Minutes – Planning, Highways and Transport

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

2022-0242-TC Mayor/Deputy Mayor Reports

Members **NOTED** the Mayor's and Deputy Mayor's report.

2022-0243-TC Police Report

There was no police report provided.
Sgt Flint sent his apologies that he was unable to attend the meeting.

2022-0244-TC Councillor Representatives of external organisations
Cllr Taylor advised members there were no updates from the Ilminster Entertainment Society.

2022-0245-TC Income and Expenditure Report
Members **NOTED** the income and expenditure report as of 28th February 2023.
Members **RESOLVED** unanimously to delegate to officers authority to register the vehicle with DVLA and to pay the additional fee to cover the insurance of the Ferris once it is delivered.
Proposer Cllr Taylor **Seconded** Cllr Sellers

2022-0246-TC Schedule of Payments
Members **RESOLVED** unanimously to agree the payments for February 2023
Proposer Cllr Hamilton **Seconded** Cllr Paul

2022-0247-TC Clerk's Update
The Town Clerk updated Members on various matters including:

The toilet doors at the toilet block on the recreation ground are currently being replaced due to the toilets recently suffering from vandalism.

Highways are looking at solutions to the drain issue on the recreation ground. Any work will not commence until the new financial year. Resilience meetings are ongoing, and the Environment Agency are looking at flood mapping plans.

The North Street Office working group have met online to discuss potential future uses for the building. A representative from SSDC has advised the Town Clerk that the Town Council can continue to have access to the building for another 12 months whilst the working group put the required business plan together.

The Cemetery Lodge working group have met and are looking at options for the building. The working group will bring their proposals to Town Council to be discussed.

The Warm Spaces hub at the Minster Rooms has now finished and were reasonably successful.

The approval to donate to the food bank on a monthly basis ends in April, this item will be brought to the next meeting to gain ratification to continue.

The Minster Milers are looking to hold a 10k fun run in 2024, further information to follow.

The cricket club and youth football have now signed the new licenses, the senior football club are due to sign their licence shortly.

The NAS drive the office purchased in 2015 is not working properly and no longer supports remote access, there is currently no work around for the issue. Officers are exploring using cloud storage.

The closing date for the current co option vacancy is noon on 5th April 2023.

AGENDA ITEM 6

Officers have held a meeting with the Probation Service looking at ideas and ways they can help us. They are looking forward to coming in and working with us. There is currently no charge for this service, but they reserve the right to charge a nominal fee in the future. Cllr Gunn and Cllr Jenner-Hurford have arranged a meeting with a resident to discuss the skate park and possible improvements. The Mayor and Deputy Mayor are in the process of arranging a meeting with a member of the public who has expressed an interest in assisting with youth provision within the town.

2022-0248-TC Rick Management

a) Members **RESOLVED** unanimously to approve the Financial Risk Register as presented.

Proposer Cllr Shearman **Seconded** Cllr Gunn

b) Members **RESOLVED** to accept the Statement of Internal Control as presented.

Proposer Cllr Shearman **Seconded** Cllr Gunn

c) Members **NOTED** the Risk Management requirements as laid out in Sections 17.1 and 17.2 of the Financial Regulations (Approved May 2022)

2022-0249-TC Investment Strategies

A) Members **RESOLVED** unanimously to keep six months of the 2023/24 precept £180,000 in the Natwest Reserve account and £250,000 in the Public Sector Deposit Fund.

Proposer Cllr Shearman **Seconded** Cllr Taylor

B) Members **RESOLVED** unanimously to delegate to officers to start the process of opening new accounts with Unity Trust Bank and Cambridge and Counties Bank and move funds of up to £250,000 into each account.

Proposer Cllr Shearman **Seconded** Cllr Taylor

C) Members **RESOLVED** unanimously to elect three signatories for each new account.

Proposer Cllr Taylor **Seconded** Cllr Hamilton

2022-0250-TC Replacement for Stiga

Members **RESOLVED** unanimously to approve the purchase of the Ferris 400

Proposer Cllr Shearman **Seconded** Cllr Paul

2022-0251-TC Grounds Staff Mobile Phones

Members suggested also providing a case for the phone to help protect it from damage.

Members **RESOLVED** unanimously to delegate to officers the authority to purchase 2 mobile phones and to negotiate mobile phone contracts airtime for use by the Countryside Manager and Recreation Manager if required at a later date.

Proposer Cllr Hamilton **Seconded** Cllr Paul

2022-0252-TC Grant application

Members **RESOLVED** unanimously to approve the grant for £500 for St John Ambulance from the 2022-23 Grant budget.

Proposer Cllr Shearman **Seconded** Cllr MacKillop

2022-0253-TC Request to hold a weekend event at the Recreation Ground

Members discussed the request.

Discussions included where the event will be held, vehicle access to the site, and if officers have been sent a plan of the layout of the event.

Members **RESOLVED** by 6 votes for to approve the request to hold a weekend event by Ilminster Cricket Club at the Recreation Ground from Friday 14 July until Sunday 16 July 2023.

Proposer Cllr Hamilton **Seconded** Cllr Sellers

2022-0254-TC Tennis Court Refurbishment

Members **RESOLVED** by 5 votes and 2 against for the Individual Grant Funding Agreement between the Lawn Tennis Association, South Somerset District Council (Somerset Council) and Ilminster Town Council presented to the meeting to be approved and signed in respect of the Tennis Courts on the Recreation Ground.

Proposer Cllr Hamilton **Seconded** Cllr Taylor

2022-0255-TC Neighbourhood Plan

The Town Clerk updated Members on revised figures that were included in the report.

Members discussed the progress of the Neighbourhood Plan.

Discussions included how much work there is still to be done, there is another appendix to be added, how much work/time has already been spent on the plan, that Members have voiced concerns over the plan, when will the plan go before the new Somerset Council and possible timelines.

The Mayor thanked the Neighbourhood Plan Steering Group for all their hard work especially the members who have offered to complete as much of the work they can themselves to cut down any further cost to the Council.

Members **RESOLVED** to £15,000 be allocated from General reserves in the 2023-24 budget to ensure that the required changes are implemented.

Proposer Cllr Paul **Seconded** Cllr Sellers

2022-0256-TC Meeting Calendar 2023

Members **RESOLVED** unanimously to accept the Calendar of Meetings as proposed.

Proposer Cllr Taylor **Seconded** Cllr Hamilton

2022-0257-TC Future of Local Government in Somerset

Members discussed the report.

AGENDA ITEM 6

Discussions included that we are entering a new world with the new Somerset Council, would expenses be paid as there will be travel costs involved in attending meetings and that we might have to revisit this item in the future depending on how the new LCN's evolve.

Members **RESOLVED** to appoint the Mayor, and in their absence the Deputy Mayor to represent Ilminster Town Council at any Local Community Network meetings that take place. They may request that an officer accompany them if one is available.

Proposer Cllr Paul **Seconded** Cllr Hamilton

2022-0258-TC **Staff Update**

This agenda item was moved to Exempt Business.

2022-0259-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 Paul

2022-0260-TC **Staff Update**

Members **NOTED** the report.

- a) Members **RESOLVED** unanimously to accept the information provided regarding salaries and note that the National Pay Award for 2023-24 has yet to be finalised at a National Level. Any pay awards for the 2023-24 financial year will be brought to Full Council once they are known.

Proposer Cllr Sellers **Seconded** Cllr Hamilton

- b) Members **RESOLVED** unanimously that employees outstanding leave as detailed be carried over to the financial year 2023-24.

Proposer Cllr Taylor **Seconded** Cllr Shearman

Meeting ended at 20.53