

Minutes of the Resources Committee meeting held on  
**Tuesday 6<sup>th</sup> September 2022 at 19:57 hrs, in the Council Chamber, Council  
Offices, North Street, Ilminster, TA19 0DG**

**Chair:** Cllr B Jenner-Hurford

**Committee:** Cllr P Burton, Cllr B Hamilton, Cllr M James, and Cllr N Tinson

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

**Councillors:** Cllr A Shearman, Cllr L Taylor 1 member of the public

**R22-014 Public Forum**

There were no members of public who wished to speak.

**R22-015 Apologies for Absence**

Cllr V Keitch – Personal reasons  
Cllr P Sellers – Personal reasons  
Cllr S Shepherd – Personal reasons

**R22-016 Declarations of Interest**

None declared

**R22-017 Dispensations**

None requested, none granted

**R22-018 Minutes**

Members **RESOLVED** unanimously that the Minutes of the meeting held on **5 July 2022** as an accurate record.

**Proposer** Cllr Hamilton **Seconded** Cllr Taylor

**R22-019 Clerk's update report**

The Clerk updated members on the upcoming budget setting meeting. The Town Clerk was asked about the event being called a meeting as opposed to a workshop. The Town Clerk advised members that it was not a formal meeting and attendance was optional, any decisions made at the meeting/workshop would have to be brought to a Town Council meeting to be discussed and approved.

Members were also updated on the Community Review project, a funded project that will assist the Council to hold a public consultation covering areas including, youth provision in the town, the North Street Council Offices, the fitness trail, and upgrading the playparks including Winterhay and West Crescent.

**R22-020 Financial monitoring**

Members **NOTED** the financial report.

Members **RESOLVED** unanimously to recommend to Full Council a transfer from General Reserves to cover expenditure for the Neighbourhood Plan

**Proposer** Cllr Hamilton **Seconded** Cllr James

**R22-021 Grant application**

Members discussed the grant application from Ilminster Christmas lights.

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

**Proposer** Cllr Burton **Seconded** Cllr Hamilton

**R22-022 Market Town Investment Group Funding Application**

Members **RESOLVED** by 4 for and 1 against to delegate authority to officers to apply and implement plans for the additional MTIG funding identified on the 17 August 2022

**Proposer** Cllr Hamilton **Seconded** Cllr Burton

**R22-023 Refurbishment of Playparks and Recreation Ground Fitness Trail**

Members **RESOLVED** unanimously to delegate authority to officers in consultation with the Chair and Vice Chair of the Open Spaces Committee to proceed with gaining support for the allocation of S106 and CIL funding from SSDC at the earliest opportunity and to initiate the projects as soon as possible.

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

**R22-024 Legionella Risk Assessments**

In view of the confidential nature of the business to be discussed it was unanimously agreed that the meeting should go into **Exempt Business**.

**R22-025 Staffing Update**

In view of the confidential nature of the business to be discussed it was unanimously agreed that the meeting should go into **Exempt Business**.

**R22-026 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 Burton **Seconded** Cllr Hamilton

**R22-027 Legionella Risk Assessments**

Members **NOTED** the reports.

Members **RESOLVED** unanimously to recommend to Full Council that the proposed quotation for Legionella testing be accepted.

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

**R22-028 Staffing update**

Members were updated on a number of staffing matters. As a result of the discussions ensuing members agreed that the following resolutions should be taken to Full Council for their ratification

Members **RESOLVED** by 4 votes for and 1 against to formally recommend to Full Council the ratification of the appointment of the new Recreation Manager.

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

Members **RESOLVED** unanimously to formally recommend to Full Council 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 Jenner-Hurford **Seconded** Cllr Burton

Members **RESOLVED** unanimously to formally recommend to Full Council that employee 14 move up one spinal point in line with the terms of his contract of employment.

**Proposer** Cllr Tinson **Seconded** Cllr Burton

Meeting ended 21.02