

Minutes of the Town Council remote meeting held via Skype, on **Tuesday 23rd February 2021** starting at 19:30hrs

Present:

Chair: Cllr P Burton

Councillors: Cllr S Shepherd, Cllr R Swann, Cllr M Gunn, Cllr V Keitch, Cllr I Mackillop, Cllr L Taylor, Cllr A Shearman, Cllr B Hamilton, Cllr L Wilcock and Cllr M James

Officers: Mrs J Earp (Deputy Town Clerk and RFO) and Mrs H White (Town Clerk)

In Attendance: Linda Vijeh
One member of the public

860 Apologies for Absence

An apology for absence was received from Cllr V Higgins, Cllr J Dewick and Cllr F White.

861 Declarations of Interest

Councillors made Declarations of Interest as detailed in the table below:

Name	Agenda Item	Minute No	Nature of Interest	Type of Interest	Action
Cllr Shepherd	11	870	Knows architect	Personal	Spoke and voted
Cllr Shearman	11	870	Knows architect	Personal	Spoke and voted

862 Minutes

Consideration was given to the draft minutes of the meeting held on 19th January 2021.

An amendment was requested to the total on the vote from 10 to 13.

An amendment was requested to minute 855 to insert the word years.

RESOLVED that the minutes of the meeting held on 19th January 2021 be amended as detailed above and then confirmed as a correct record.

863 Police Report

Consideration was given to the police report received. The police report provided an update on policing in Ilminster. The written report was circulated ahead of the meeting. No comments were made on the report. The police were thanked for providing the information.

864 Report from District Councillors

Consideration was given to the District Councillors report received. The report omitted to include the £900.00 that had been approved for the flag fun in Ilminster. Cllr Hamilton was attending new the development down at Winterhay Lane with Live West.

The Secretary of State had confirmed that the Unitary had been launched. The Councillors are encouraged to make their views known. The Unitary should be discussed by the council and a coordinated response should be provided. Elections for the Unitary should take place in 2023. No further information at this stage.

A discussion was had regarding the 1000's of empty properties that had been found. Cllr Hamilton explained that finding the owners is a problem but SSDC are working hard to reduce the figures and provide incentives to do so.

865 Report from the County Councillor for the Ilminster Division

Consideration was given to the report provided by the County Councillor for the Ilminster Division. No further comments were made.

866 Payments and Virements

Consideration was given to the schedule of payments for authorisation.

A question was asked by a Councillor as to whether the capital programme could be produced at the same time as the current report. The Capital programme would change over the coming months as the recreation refurbishment continues. The Section 106 money from SSDC towards the refurbishment will be paid later in the financial year.

A VAT receipt was due over the course of the next month.

Any building works on properties owned by the Council would be dealt with during the 2022 financial year.

867 Internal Audit 2021/2022

Consideration was given to the quote received for this year's internal audit.

The quote covers this year's audit only. The plan is to review the external and internal auditors next year.

This year's internal audit was planned to be 5 day work. If there are delays or the time needs to be extended the charge will be £50 per hour.

RESOLVED to accept the internal auditor's quote as presented.

868 Ilminster Town Council Bank Accounts

Consideration was given to closing the Reserve Account and hold one Current Account.

Discussions were had around the current set up of the two accounts. Money moves on a daily basis between the two accounts and producing a bank reconciliation is complicated.

A discussion was had that rather than closing the Reserve Account, both accounts could remain open but the Reserve Account holds the General Fund money and the Current Account is used for all the other daily transaction.

RESOLVED to keep both accounts and to agree the movements between the accounts on a daily basis are stopped.

869 Ilminster Youth Worker

Consideration was given to a Youth Worker for the town.

Cllr Taylor spoke on this subject and explained that the Youth Project would be working Young Somerset and use them as a provider. Then idea would be to work alongside the Youth Worker and provide guidance. Young Somerset was formally known as Somerset Rural Youth Project.

The branding would need to be considered and to not use the term "Youth Club" as that has old fashioned connotations.

The matter has not gone out to tender at this stage as investigative work was asked to be completed.

The development of the group would need to involve the youth of the town and engagement with them was crucial.

Volunteers have come forward to assist with the group but the Youth Worker would need to be well versed in safe guarding and be able to give legal expert advice.

Areas where the young persons might meet were discussed, which involved somewhere dry, with wi-fi, music and maybe a tuckshop for a coffee.

When looking for a Youth Worker the selection pool is not that big and getting the correct candidate will be coming from a small selection of people.

It was mentioned that discussions need to be had with the current Youth Club.

RESOLVED that the Youth Committee would complete additional research on the proposal of a Youth Worker and Youth Group , including the finances, and provide a further report to the Town Council.

870 Cemetery Lodge

Consideration was given to the report received from Chris Baranowski.

Discussions included whether the lodge should sold or whether the Town Council should complete the work. Consideration was given to the matter of the Cemetery next door and whether the Cemetery Lodge is attached.

A named vote was taken.

Are the Town Council going to keep the Cemetery Lodge?

Cllr Shepherd – Keep

Cllr Willcock – Keep

Cllr Hamilton – Keep

Cllr Taylor – Keep

Cllr Shearman – Keep

Cllr Keitch – Keep

Cllr Gunn – Keep

Cllr James – Sell

Cllr Swann – Keep

Cllr Mackillop – Keep

Cllr Burton – Keep

(10 in favour of keeping, 1 in favour of selling and no abstentions)

RESOLVED to keep the Cemetery Lodge.

Consideration was given to the report provided by Chris Baranowski and the proposed cost of the works.

Insulation was discussed and how the report indicated that this should be completed.

The report also referred to extractor fans.

There appeared to be 3 phases of the works that need to be completed to improve the living conditions:

1. Insulation
2. Ventilation and
3. Doors

It was mentioned that grants may be obtained to assist with the installation of the insulation. This would need to be researched.

RESOLVED to go out to tender for the insulation works, ventilation works and for the external doors. To give delegated authority for the Town Clerk and Deputy Town Clerk to investigate grants for the insulation. To consider appointing a project manager, if required, to oversee the works.

871 Clerks Update

Consideration was given to recent Clerks Updates.
No comments were made and no questions were asked.

872 Land at Canal Way

Consideration was given to the Town Council's next steps regarding the land rented from the Ilminster Educational Foundation (IEF).

Discussions included wanting to extend the sub lease to the Ilminster Cricket Club (ICC) to give the Cricket Club more security for their proposed new pavilion.

Discussions included whether IEF would consider extending the lease to Ilminster Town Council and then whether a longer sub-lease could then be granted to ICC.

RESOLVED to delegate to the Town Clerk authority to go to the trustees of the IEF to see if the lease could be extended for 50 or 75 years and to enter into renegotiations on a new lease.

873 Property on East Street

Consideration was given to the Town Council's next steps regarding the Magistrates Court. Consideration was given to the survey report that had been provided to the builder who had visited the property as requested by the Town Council. Cllr Burton was in attendance with the builder during his visit. Cllr Burton explained that the building would benefit from works, including possible rendering of the outside wall, and some of the damp problems. Although this was the case, he was very positive about the premises.

RESOLVED to delegate to the Town Clerk responsibility to try and renegotiate the price offered upwards from £190,000.00 to a maximum of the original offered price of £200,000.00.

Meeting closed: 10:05pm