

## Agenda No 3

Minutes of the **Town Council** meeting  
held in the Council Chamber, The Council Offices, North Street, Ilminster,  
on Tuesday 16 July 2019 starting at 19.30hrs

**Present:**

**Chair:** Cllr P Burton

**Councillors:** Cllr J Dewick, Cllr M Gunn, Cllr P Hamilton, Cllr V Higgins, Cllr M James,  
Cllr V Keitch, Cllr A Shearman, Cllr S Shepherd, Cllr R Swann, Cllr L Taylor,  
Cllr F White and Cllr L Wilcock.

**In Attendance**

Officers: Miss J Norris (Town Clerk)

15 members of the public attended the meeting

Before the start of the formal meeting the Mayor presented prizes to the winners of the Scarecrow competition, 1<sup>st</sup> Albie & Alex Biswas, 2<sup>nd</sup> Vaughan Lee House, 3<sup>rd</sup> Greenfylde First School

**655 Apologies for Absence**

To receive apologies for absence from Councillors unable to attend the meeting .

**656 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 V Higgins	Agenda No 16 Crewkerne and Ilminster Strategic School Review	670	Works at Greenfylde School	Personal	
Cllr M James	Agenda 12 No Ilminster Cricket Club - Cricket Pavilion & Agenda No 13 Ilminster Cricket Club Rent and other charges	666 & 667	Social member of the Cricket club	Personal	
Cllr S Shepherd	Agenda 12 No Ilminster Cricket Club - Cricket Pavilion & Agenda No 13 Ilminster Cricket Club Rent and other charges	666 & 667		Personal and Prejudicial	Spoke as a member of the public then left the room
	Agenda No 16 Crewkerne and Ilminster Strategic School Review	670	School Governor	Personal	

## Agenda No 3

Name	Agenda Item	Minute No	Nature of Interest	Type of Interest	Action
Cllr R Swann	Agenda 12 No Ilminster Cricket Club - Cricket Pavilion & Agenda No 13 Ilminster Cricket Club Rent and other charges & 13	666 & 670	Vice President of the Cricket Club	Personal	

### 657 Minutes

- a) The minutes of the meeting held on 18 June 2019 had not been prepared in time for the meeting.
- b) The Office Action Plan relating to Town Council Meetings had not been prepared in time for the meeting.

### 658 Mayor's Announcements/Engagements

- a) The Mayor reported that he had been invited to meet with senior staff at Daido who have said that they are looking for a site in Ilminster to situate a new, high tech eco factory.
- B) The Mayor's list of engagements between 15 May 2019 and 10 July 2019 had been circulated, in addition to those listed the Mayor had attended a poetry event at Greenfyld school, an art exhibition and visited the Red Brick Building in Glastonbury as a fact-finding trip about community buildings. The Deputy Mayor had been to the Hazelwell Lodge Open Day which was really interesting, and also the Opening of the Peace Garden at Swanmead School.

### 659 Police Report

This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster. No police report had been received, a Councillor said that the police were reminding everyone to make sure that windows were closed when people go out – particular in hot weather.

### 660 Reports from District Councillors

Cllr Keitch provided the report as Cllr Hamilton was not able to be at the meeting but he will be attending in future and the 2 councillors will take it in turns to provide the report.

The key points of the report included:

- South Somerset District Council will be working with Daido direct over potential factory sites
- It is a busy time, post-election, for both politicians and Officers sorting out who is doing what jobs. Cllr Keitch chairs the District Executive and the Leaders Group and sits on the Heart of the South West Local Enterprise Partnership – this is important to make sure that Somerset is included and considered in future plans. Cllr Vijeh has become leader of the Conservative Group. Area West Committee will be Chaired by Cllr J Baker with Cllr R Pailthorpe as the Vice-Chair; the Committee usually meets on the 3<sup>rd</sup> Thursday in the month.

## Agenda No 3

- The current stage of transformation is progressing slower than hoped for; there have been some glitches and money is being made available to assist with improving some of the current difficulties - especially planning. There is currently a delay in processing planning applications and recruiting planning officers is very difficult; additional staff will be recruited to help deal with the work backlog especially validations.
- There have been problems with the telephone system, if someone needs a matter to be dealt with urgently it is best to email either Cllr Keitch or Cllr Hamilton and they will do their best to help.
- Staff need to be treated with respect - they are doing their best in difficult circumstances.
- Work on the future for Local Government in Somerset is ongoing – but following the elections there are new Councillors involved and the priority is to ensure that everyone quickly gets to the same background knowledge level.
- The Local Plan Review consultation is currently taking place
- South Somerset District Council has declared a Climate Emergency

The District Councillor was asked about Daido - what it makes and would a new factory provide extra jobs in the town. The response was that the company manufactures – bearings for cars and other industries. A new factory will not necessarily provide additional employment but it may secure existing jobs which is important to the town

The District Councillor was then asked about the timescale for the electric Car Charging Point to be installed in West Street car park. The District Councillor responded that prices have been received for electric charging points in Ilchester, Wincanton and Ilminster (others are likely to follow) and the process are now being evaluated. Climate Change is being taken seriously at SSDC and they are talking to car companies and supermarkets about the provision of more car charging points.

### **661 Report from the County Councillor for the Ilminster Division**

The County Councillor's reports for March – June had been circulated prior to the meeting.

A Town Councillor commented that they would like an update on what was happening about the recommendations in the Flooding Report because the drains have been cleared but that may not be sufficient to prevent flooding in the event of very heavy or exceptional rainfall.

### **662 Reports from Representatives on Outside Bodies**

A report from Greenfyld Church of England First of England School was circulated prior to the meeting.

### **663 Update From Neighbourhood Plan Development Group**

The Chair of the Neighbourhood Plan Development Group provided an update, based on the notes of the meeting held on 27 June and circulated prior to the Town Council meeting, about recent work.

Concern was expressed by Councillors that any Housing Needs work done on behalf of the Development Group should complement, not replicate the Survey commissioned by the Town Council in 2018.

### **664 Update from Former Gooch and Housego Premises Working Group**

A short, written update from the Working Group had been circulated as part of the supporting papers for the meeting. No other matters were raised

### **665 Urgent Decision – Buggy Repairs**

In accordance with the urgency procedure it was formally reported the urgent decision procedure had been used to approve repairs to the buggy at a cost of approx. £4,000.

**RESOLVED** to note the use of the Urgency procedure to approve repairs to the buggy.

### **666 Ilminster Cricket Club - Cricket Pavilion**

Consideration was given to a letter from Ilminster Education Foundation regarding the Cricket Club's request for a sub-lease instead of a licence on the Cricket Pavilion.

*Note: 20:12hrs The Chair took the meeting out of formal session in order for members of the public to speak on Agenda Item 12 Ilminster Cricket Club – Cricket Pavilion*

#### **Speaker 1**

The Speaker referred to the points raised in the email dated 24 May 2019 (circulated as part of the supporting papers for the meeting) focusing on the history of the Cricket Club, the future of Ilminster Cricket Club, and funding availability. Ilminster Cricket Club, at this stage, would like confirmation that the Town Council is supportive of what they would like to achieve regarding the Cricket pavilion

**Speakers 2 and 3** concurred with Speaker 1.

#### **Speaker 4**

Emphasised the need for grant funding to be obtained towards the cost of the Cricket Pavilion Project in order to meet the governing body's standards for the building. Without grant funding the project will not be feasible

*Note: 20:18hrs*

- a) The Chair took the meeting back into formal session*
- b) Councillor Shepherd left the room*

Issues discussed by the Committee included:

- Responsibility for legal and surveying costs

*Note: 20:23hrs The Chair took the meeting out of formal session*

*20: 24hrs The Chair took the meeting back into formal session*

**RESOLVED**

- (i) that the Town Council supports the principle of the Cricket Club having a Pavilion that meets the current English Cricket Board standards
- (ii) that the Town Council instructs Solicitors to start the process of drafting a sub-lease

**667 Ilminster Cricket Club Rent and other charges**

- a) the rent payable by Ilminster Cricket Club for The Shed in the pre-lease period
  - b) the contribution towards utility charges.
- (deferred from April Town Council meeting)

**RESOLVED** to defer this agenda item until more information is available.

*Note: 20:26hrs Cllr Shepherd returned to the meeting*

**668 Recommendations from the Open Spaces Committee**

Consideration was given to recommendations from the Open Spaces Committee meeting held on 9 July 2019 which related to quotations from companies to implement Module 1 of the Wharf Lane Recreation Ground Refurbishment – Skatepark.

**RESOLVED**

- (i) That the quotation of £4,583 to supply and install the agility trail and undertake the planting is accepted
- (ii) That the quotation of £2,517 to supply the plants is accepted
- (iii) That the prices from the selected contractors are submitted to South Somerset District Council with a formal request to use S106 money for at least 50% of the cost – the balance to be met by the Town Council

**669 Payments and Virements**

The Schedule of Payments was presented for Council's information and it was confirmed that Councillor Wilcock and the Town Clerk had done the bank reconciliations for April, May and June.

Matters raised or discussed during consideration of this agenda item included:

- The purchase of safety glasses for the Grounds Maintenance Workers
- The possibility that the mobile phone costs may reduce as the Grounds maintenance Team also have small radios
- Safety aspects and check-in arrangements for lone working (and use of mobile phones and radios to check-in)
- Bedding plants – would planting wild flowers reduce costs? A general response was that wild flowers were unlikely to be suitable for planting in hanging baskets, the troughs on railings or the Minster flower bed.

**RESOLVED** that the payments listed in the schedule presented to Council totalling £25,744.55 net are approved

**670 Crewkerne and Ilminster Strategic School Review**

Consideration was given to whether or not the Town Council wishes to comment on the Crewkerne and Ilminster Strategic School Review. A complete set of documents can

be viewed / downloaded from <https://www.somerset.gov.uk/crewkerne-and-ilminster-strategic-school-review/>

Matters raised or discussed during consideration of this agenda item included

- The original report has been withdrawn so that some amendments can be made
- The principle is that there will be a 2 tier education system in Ilminster rather than the existing 3 tier system
- There are likely to be 5 options – including the option to make no changes to the existing system
- Financial pressures are a significant reason for the review

### 671 Market House Roof

In November 2018 the Council considered an estimate for repairs to the Market House roof; it was resolved to revisit the need for work and the cost in the next financial year. This item was therefore re-presented for consideration.

**RESOLVED** to obtain quotations for work to the Market House roof with a view to the work being undertaken before winter.

### 672 Appointments to Committees and Outside Bodies

Consideration was given to:

- a) Appointment to Committees –to confirm the appointment of Councillor Hamilton to Committees

**RESOLVED**

- (i) That Cllr Hamilton is appointed to the Open Spaces Committee,
- (ii) That Cllr Burton is appointed to the Planning, Highways and Transport Committee

- b) Appointment to Neighbourhood Plan Development Group - to appoint a Councillor to the Neighbourhood Plan Development Group following Cllr James' decision that he did not wish to be part of the Group

Cllr James informed the Council that he is happy to remain as a Council representative on the Neighbourhood Plan Development Group.

The meeting closed at 20:47hrs