

Minutes of the **Town Council** meeting
held in the Council Chamber. The Council Offices, North Street, Ilminster,
on Tuesday 17 July 2018 at 19.30hrs

Present:

Chair: Cllr J Fowler

Councillors: Cllr D Belobaba, Cllr J Dewick, Cllr J Fagan, Cllr M Gunn, Cllr M James,
Cllr V Keitch, Cllr I Mackillop, Cllr A Shearman, Cllr S Shepherd and
Cllr R Swann

In Attendance

Officers: Miss J Norris (Town Clerk)
County Councillor L Vijeh
PCSO's J Martin & T Hatchard

15 members of the public attended the prize giving and 4 stayed for the main meeting.

The Mayor presented prizes to the winners of the Scarecrow competition and a cheque to the Ilminster Defibrillator Group which was the proceeds from the retiring collection at the 2018 Civic Service

Speaker 1 Closure of Chard swimming pool

The pool is used by local swimming clubs who have over 200 regular swimmers of all ages and abilities. The County Council did not give any notice of the closure and the clubs learnt of the closure, which has been scheduled for the end of the summer, via local media; this is less than 7 weeks notice.

The clubs would like any help that people can give and are going to Somerset County Council tomorrow to protest ahead of and attend the Council meeting. The speaker is a Coach for the local swimming clubs and is now teaching the 4th generation of people to swim. Pool time is very precious and the clubs understand that running pools is expensive. Currently the clubs are trying to contact anyone with a pool in the local area both public and private to investigate if they may be available for a club to use.

A Councillor asked if it would be possible for the pool at Greenfylde School to be used and the speaker explained that the Greenfylde pool is not open all year around but they will be talking to the headteacher about what may be possible.

Speaker 2 Road Safety – Ditton Street

The speaker had been in the library garden that afternoon as the pupils of Swamead school were going home. A young girl pushing her bike from school towards town got to fish and chip shop and wanted to cross the road; many cars went past and then one stopped so the girls started to move off the pavement and then a car came out of Orchard Vale at speed, a nasty accident was only narrowly avoided. The speaker suggested that Councillors stand in the library garden and watch the traffic to see for themselves the potential dangers and added that there is also a problem in the Market Square. The speaker concluded that in his opinion some pedestrian crossings are needed

Cllr Keitch who is a governor at Swanmead school stated there is a crossing patrol near the school to help children cross Ditton Street safely and she will speak to the headteacher to ask that the children are reminded to use the crossing patrol and avoid crossing the road further down.

476 Apologies for Absence

Apologies for absence were received from Councillors Fagan, Dewick & Taylor.

477 Declarations of Interest

No Declarations of Interest were made in respect of any items on the agenda.

478 Minutes

- a) The minutes of the Annual Town Council Meeting held on 22 May 2018 were considered.

RESOLVED that the minutes of the Annual Town Council meeting held on 22 May 2018 be confirmed as a correct record.

- b) The minutes of the meeting held on 12 June 2018 were considered.

RESOLVED that the minutes of the meeting held on 12 June 2018 be confirmed as a correct record.

- c) The Office Action Plan relating to the Town Council Meetings was considered.

Issues discussed during consideration of the action plan included:

- Accommodation Working Group should meet

RESOLVED to note the Office Action Plan.

479 Mayor's Announcements/Engagements

- a) The Mayor will make announcements relevant to Town Council and Mayoral activities and engagements

- Done a mini tour of meeting at schools, eph and larger employers - latter plans for investment and expansion in place

- b) A list of the Mayor's engagements between 22 May 2018 and 11 July 2018 had been circulated with the papers for the meeting.

480 Police Report

This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster.

The PCSO's highlighted

- Staffing Changes – PC Lisa Hallett has transferred from Crewkerne as the local beat manager and PCSO Toby Hatchard is now in post
- There have been a couple of dwelling burglaries which are usually very rare the area
- Try to close windows and lock sheds, garages when leaving home – in the hot weather it is easy to forget

- Attendance at the Ilminster Midsummer Experience car show was successful giving lots of people the chance to meet and chat to the PCSOs
- 2 neighbour disputes are currently being investigated
- there have been very few reports of anti social behaviour especially bearing in mind the light nights and good weather

Issues raised included:

- Reported by Neroche school that someone purporting to be a play ranger but who had no official ID had been reported as wandering around the school – need to make people aware and to be vigilant

481 Reports from District Councillors

Cllr Keitch, as a District Councillor, gave an oral report, the key points included:

- Phases 2 & 3 of transformation completed – all staff have been through an assessment and know what job they may have or have been put at risk. At this stage nobody has lost their jobs and there is support available to employees who have been designated at risk. Transformation means that services will be delivered in a different way and it is inevitable that some staff will be leaving.
- The planning department is under severe pressure this is due to market forces in addition to transformation; steps have been taken to assist with this and give Officers a chance to reduce the work backlog by asking service users – including councillors and town and parish councils to use email rather than the phone and incoming phone calls will only be answered during set times
- Area West Committee meets this week
- The full Council meeting is on Thursday when new Leader of the Council (wef 01.09.18) is to be elected
- Unitary discussions are under way – there could be as many as 7 options for discussion and consideration; the SSDC Chief Executive has been nominated to take a lead on preparation of the business cases for the options. It will probably take 18months to 2 years to decide and implement any of the options.

482 Report from the County Councillor for the Ilminster Division

The report from the County Councillor had been circulated prior to the meeting. The County Councillor highlighted:

- Adult social care
- Chard Swimming pool closure - this is a financial decision as SCC does not have duty to provide leisure facilities, but the National Curriculum, has as a minimum requirement for Key Stage 2 leavers that they should be able to swim at least 25 metres, so there is an educational impact which does not seem to have been taken into account
- Need to be aware of need to be vigilant about child sexual exploitation

Issues discussed during consideration of this agenda item included.

- The need to move to 2 tier school system is a given
- Canal Way – overgrowth over the pavement – there is a meeting planned for Ilminster, with Persimmon homes to discuss the standards that need to be reached for South Somerset District Council to agree to adoption of the highways and general amenity areas.

483 Reports from Representatives on Outside Bodies

To receive reports from Representatives on Outside Bodies.

- **Fairtrade** – the status of Ilminster as a Fairtrade Town has been renewed; A very critical report has been published about some of the farms and suppliers used by Fairtrade; there are some doubts about the rigour of the report and the Fairtrade organisation has commissioned its own report to investigate and test the criticisms
- **Partner And Communities Together** - a meeting had been held that morning and the new Beat Manager attended.
- **Greenfyld** – a report had been circulated with eth papers for the meeting
- **Chamber of Commerce** – the most recently scheduled meeting had been cancelled

484 Update from the Neighbourhood Plan Development Group

A brief update on the work of the Neighbourhood Plan Development Group was given.

- There had not been a meeting of the Development Group since 9 April.
- Someone has come forward as a volunteer administrator and there has been 1 meeting with the Group Chair and the Town Council staff who have been providing admin support to the Group and a further meeting is planned in the next couple of weeks
- Hopefully there will be a development Group meeting in August.

485 Friends Of Ilminster Library

An update on the work of the Friends of Ilminster Library (FOIL) was given.

- A meeting held on 14 July marks the formal formation of FOIL with the election of officers and the agreement to have 4 working groups each with a specialist area of responsibility
- A Constitution is in place and this will help to get bank account
- Somerset County Council have published a summary of the consultation results,
- The timetable was outlined for analysis of the consultation results and the decision making regarding the library's future; April 2019 will be the start of any changes
- FOIL will have a membership scheme of FOIL but a person will not need to be a member to use the library
- The estimated running costs are £30,000pa, so if Ilminster Library ceased to be run by SCC FOIL would need to undertake substantial ongoing fundraising
- SCC say that any Community Library Partnership must be long term (a minimum of 3 years)
- The library is important not just for books –it is also used by people applying for jobs and universal credits
- FOIL would like to take the opportunity to thank the Town council for its support

486 Internal Audit Report for 2017/18

Consideration was given to The Internal Auditors' report.

Issues discussed during consideration of this agenda item included.

- Thanks to all the Town Council staff for their hard work and diligence which has resulted in the Auditors giving a substantial assurance – the highest level

RESOLVED to accept the report and implement the recommendations

487 Recommendations from the Resources Committee

Consideration was given to the recommendation of the Resources Committee to approve and adopt the following policies:

- (i) Health & Safety Policy
- (ii) Alcohol & Drugs Policy
- (iii) Stress Management Policy
- (iv) Volunteer Policy

Issues discussed during consideration of this agenda item included.

- Some prescribed drugs can impact on the duties a person is able to undertake
- the impracticality of designating a vaping / smoking area was the only comment made by staff at the policy consultation stage
- There has been a great deal of media attention about the increasing levels of mental illness which includes stress
- Stress caused to staff by complaints and by members of the public may be worthy of a specific statement
- Stress can be caused by so many things – some may be work related, but others may be outside work
- The Town Council staff were thanked for all the work done on these policies

RESOLVED

- (i) to adopt and implement the Health & Safety Policy as attached to these minutes at Appendix 1
- (ii) to adopt and implement the Alcohol & Drugs Policy and Procedures as attached to these minutes at Appendix 2
- (iii) to adopt and implement the Stress Management Policy and Procedures as attached to these minutes at Appendix 3
- (iv) that no changes be made to the existing Volunteer Policy

488 Recommendations From the Open Spaces Committee

To consider recommendations from the Open Spaces committee:

- (i) the purchase of grass cutting equipment and how the purchase should be funded

The Chair of the Open Spaces Committee explained what grass cutting equipment the Town Council currently owns and where it was used; he further explained the rationale for purchasing a new machine that could be used in the Wharf Lane Rec and on Herne Hill whilst retaining the existing Stiga mower for use at the cemetery and in the Minster.

Issues discussed during consideration of this agenda item included.

- how the purchase of a new machine could be funded
- the budget headings from which funds could be vired
- The need for good, reliable, professional grass cutting equipment

RESOLVED

- (i) To purchase a Ferris FW 35
 - (ii) that the price from Supplier A of a maximum cost of £8,500 should be accepted
 - (iii) To trade in the flail mower and offset the cost for the purchase of Ferris FW35
 - (iv) that the purchase of the Ferris FW 35 is to be funded by a proportionate % virement spread across the Open Spaces ear-marked reserves
- (ii) Consideration was given to the recommendation from the Open Spaces Committee regarding the approval and adoption of the Herne Hill Management Plan 2018

Issues discussed during consideration of this agenda item included.

- that the adoption and implementation of the plan is a step towards getting Herne Hill designated as a local nature Reserve

RESOLVED to adopt and implement the Herne Hill Management Plan and Species List 2018 – 2028 as attached to these minutes at Appendix 4 whilst recognising that the latin and common names in the species list require completion

489 Strategic Plan 2018/19-2020/21- Status Report

The quarterly Status Report was considered.

Issues discussed during consideration of this agenda item included.

- Compared to the other market towns the Ilminster weekly general market is stable and active

RESOLVED to note the report

490 Payments and Virements

The Schedule of Payments for authorisation was presented for Council's information.

Issues discussed during consideration of this agenda item included.

- Mayor's Charity fund payment to Fairtrade
- Cemetery Lodge retention

RESOLVED to note the payments listed in the the schedule presented to Council totaling £63,018.19 gross

491 Clerk's Updates

The following Clerk's Updates had been sent by email since the last Council agenda was published.

Agenda No 3a

Number	Date	Topic
9/18	22.06.18	Draft Annual Town Council Minutes Annual Report Temporary Open Spaces Warden Areas West & South Town & Parish Councils meeting 28.06.18

Issues Discussed:

- Annual Report - good publication well done to everyone involved in its preparation

The meeting closed at 21:30hrs

DRAFT