

Minutes of the **Town Council** meeting
held in the Council Chamber. The Council Offices, North Street, Ilminster,
on Tuesday 20 November 2018 at 19.30hrs

Present:

Chair: Cllr J Fowler

Councillors: Cllr P Burton, Cllr M Gunn, Cllr M James, Cllr V Keitch, Cllr I Mackillop,
Cllr A Shearman, Cllr S Shepherd, Cllr R Swann, Cllr L Taylor, Cllr T Walker
and Cllr F White

In Attendance

County Cllr L Vjeh

Officers: Miss J Norris (Town Clerk)

4 members of the public attended the meeting.

Speaker 1

With reference to the planning application for land south of Canal way the speaker would like to know if the beautiful oak tree on the southern boundary of the medical centre car has a Tree Preservation Order on it. Cllr Keitch said that she will check and respond direct to the speaker.

The speaker and his wife have looked after the library garden for the past 3 years but there is a problem taking away the rubbish and garden debris. The Mayor responded that the Friends of Ilminster Library (FOIL) have volunteers to look after the garden; if the speaker attends the FOIL meeting on Saturday at the Bowling Club he may be able to get more information.

Speaker 2

In February, at a meeting with the South Somerset District Council Planning Officer regarding the planning application for houses on land south of Canal Way, the speaker asked for

- drainage information
- clarification of emergency access,
- site phasing information
- an updated transport assessment.

none of which have been provided.

The masterplan is just a lay out and follows the developer's usual style; there is a lack of green space and the quality of building is not as required in the Local Plan. The number of dwellings needs to be considered, especially the number to be built in the later phases. Why are 135 dwellings crammed into the first phase, this is overdevelopment on top of a poor layout.

Cllr Keitch responded that, as Leader of South Somerset District Council, she has met with representatives of the Developer and she will raise the queries with the Planning Officers if the speaker emails her direct.

Speaker 3

This speaker also raised issues relating to the planning applications for houses on land south of Canal Way. There is still concern about the single access road; the moved pedestrian crossing will not contribute to road safety, especially for users of the medical centre car park.

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There is no play space in phase 1 which means that families moving into phase 1 houses will not have any open space for the children to play.
There is a desperate need for a bus shelter at the Stonemasons bus stop.

521 Apologies for Absence

An apologies for absence was received from Councillor Fagan.

522 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 Fowler	Agenda No 10 Planning Application No. 18/00082/FUL – Land South West of Canal Way, Ilminster. Masterplan	530	Member of the Canal Way Action Group	Personal	Spoke and Voted
	Agenda 11 Cricket Pavilion - legal arrangements	531	Vice President of Ilminster Cricket Club	Personal	Spoke and Voted
Cllr V Keitch	Agenda No 10 Planning Application No. 18/00082/FUL – Land South West of Canal Way, Ilminster. Masterplan	530	District Councillor	Personal	Did not speak or vote
Cllr S Shepherd	Agenda 11 Cricket Pavilion - legal arrangements	531	President of Ilminster Cricket Club	Personal	Spoke
Cllr R Swann	Agenda 11 Cricket Pavilion - legal arrangements	531	Vice President of Ilminster Cricket Club	Personal	Spoke and Voted

523 Minutes

a) The minutes of the meeting held on 23 October 2018 were considered.

RESOLVED that the minutes of the meeting held on 23 October 2018 be confirmed as a correct record.

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

Issues discussed during consideration of the action plan included:

- The lease for The Shed has been signed by the Town Council, it now requires signature by the Cricket Club representatives which is scheduled to be done at AGM on 28 November 2018.

RESOLVED to note the Office Action Plan.

524 Mayor's Announcements/Engagements

- a) The Mayor did not have any announcements relevant to Town Council and Mayoral activities and engagements
- b) The Mayor attended engagements between 11 September 2018 and 13 November 2018 as detailed on the schedule circulated prior to the meeting.

525 Police Report

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

Cllr Keitch has meeting with the Police and Crime Commissioner next week and asked Councillors to let her know if they had any concerns or issues they would like raised at the meeting.

526 Reports from District Councillors

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

- The future of local government in Somerset; Somerset County Council are not alone being in financial difficulties, there are other councils who are having similar challenges e.g. East Sussex. Discussions between the Leaders and Chief Executives of the District Councils and the County Council continue. A consortium of 4 specialist companies has been appointed to research options. It is clear that there are some strongly held views about what the future structure should look like.
- On 6 November, South Somerset District Council formally opened the second phase of the Innovation Centre; this was combined with a celebration of the 10 year anniversary of the opening of the centre.
- Community Climate Change grants are available to local communities for projects designed to reduce carbon footprint.
- Changes to the opening hours of recycling sites have been announced; from 1 April 2019 all sites will be open between 9.00am and 4.00pm at weekends; and weekdays during the summer from 9.00am until 6.00pm. At the Crewkerne site there will be monitoring between April and September with a view to removing the entrance fees.
- Transformation: many work areas go live from 1 January 2019 and will be followed by a 90 day phasing-in period. There is a Members' Working Group looking at how Councillors work as they too will need to change how they do things and contact Council Officers

527 Report from the County Councillor for the Ilminster Division

The County Councillor's report for October had been circulated prior to the meeting
The County Councillor highlighted

- Having attended the former Horlicks site consultation event earlier, some views were being expressed that this would be a suitable site for the carnival park

- Salt will now be available free to parish / town councils as in previous years

Issues raised during consideration of this agenda item included:

- What is the amount for funding for consultation regarding the schools?
- Some of the children's services overspend has been offset by underspend elsewhere

528 Reports from Representatives on Outside Bodies

Reports from Wadham School, Greenfylde School, Somerset Association of Local Councils, All Areas meeting and Ilminster Chamber of Commerce had all been circulated to Councillors.

Cllr Gunn referred to an email from Wadham School regarding funding that she would be sending to the Town council for onward transmission to Town Councillors.

529 Update from the Neighbourhood Plan Development Group

There was no update on the work of the Neighbourhood Plan Development Group.

530. Planning Application No. 18/00082/FUL – Land South West of Canal Way, Ilminster. Masterplan

Consideration was given to the masterplan and the submission of related comments to South Somerset District Council.

- Nothing has changed since the previous masterplan
- Still public safety concerns
- Tree Preservation Orders on nearby trees
- Really important that comments refer to planning reasons - if possible the planning legislation of relevant document should be quoted
- Crime and disorder implications
- No information about how potential flooding incidents will be mitigated

RESOLVED that a letter is sent to South Somerset District Council asking for the following concerns to be taken into account when the masterplan is considered:

- (i) Emergency access
- (ii) The impact of the site layout on community safety and crime and disorder
- (iii) Existing Tree Preservation Orders
- (iv) Flood risks and mitigations
- (v) Single access route for general access to the development and the number of vehicle movements that will be generated by the development
- (vi) Play areas need to be provided at an early stage of the development
- (vii) Infrastructure requirements especially the impact on the health services including the medical centre

531 Cricket Pavilion - legal arrangements

A request from Ilminster Cricket Club was considered regarding the legal arrangements for the cricket pavilion as the Cricket Club want to have security of tenure in order to be able to access grants

RESOLVED to request Iminster Education Foundation to allow the Town Council to offer Iminster Cricket Cub a sub lease for the cricket pavilion

532 Market House Roof

Maintenance work on the roof of the Market House was considered. The Town Clerk explained that she had attempted to obtain 3 assessments and quotations for any necessary works from reputable builders who undertake conservation work, however only 1 company had provided a price. Issues discussed during consideration of this agenda item included:

- The limited financial provision in the 2018/19 budget

RESOLVED to revisit the need for work and the cost in the next financial year

533 Review of the Town Council Decision Making Structure.

In May 2018 the Town Council made changes to its decision making structure, most notably to the number of Councillors sitting on committees and the frequency of meetings. This agenda item provides the opportunity to assess the impact of the implemented changes and whether or not any further changes are required.

Issues discussed during consideration of this agenda item included:

- Not attending very committee meeting makes it difficult to know what is going on and makes decision making disjointed
- Not having to attend every committee meeting means having time for other things
- The Town Council can consider any structure that will enable it to make effective decisions
- Councillors can attend any meeting even if they are not on committee
- 6 months is not long enough to assess if the decision-making structure is working

RESOLVED that no change is made to the decision-making structure currently in operation and that any review should not take place until after the May 2019 elections.

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

The quarterly Status Report was considered.

RESOLVED

- (i) To note the status report
- (ii) To agree the risk assessments stated on the status report

535 Payments and Virements

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

Issues raised during consideration of this agenda item included:

- Spray nozzle, drag fork and optical mouse appear to be listed twice
- Neil Chapman – this is worded as hire of plant but was for construction of the path from The Shed to Canal Way

RESOLVED to note the payments amounting to £40,619.92 gross.

536 Clerk's Updates

Agenda No 3a

The following Clerk's Updates had been sent by email since the last Council agenda was published and no questions were raised at the meeting.

Number	Date	Topic
14/18	14.09.18	<ol style="list-style-type: none">1. Ilminster Flooding2. Open Spaces2. Remembrance Day
15/18	21.09.18	<ol style="list-style-type: none">1. Grass cutting / Weed Spraying Rec & Britten's Field2. Wharf Lane Rec Toilets3. Archie Gooch Car Park4. Windy Weather / trees
16/18	25.09.18	<ol style="list-style-type: none">1. Office Staff2. West Crescent Play Equipment3. Weed Killing4. Town Council Meeting

The meeting closed at 20:34hrs