

Minutes of the Full Council Meeting held on
**18th October 2022 at 19.30hrs, in the Council Chamber, Council Offices,
North Street, Ilminster, TA19 0DG**

Chair: Cllr L Taylor

Committee: Cllr B Hamilton, Cllr M James, Cllr B Jenner-Hurford,
Cllr V Keitch, Cllr I Mackillop, Cllr S Osborne, Cllr D Paul,
Cllr A Shearman, Cllr S Shepherd, Cllr N Tinson, Cllr L Wilcock

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

In attendance: 2 members of the public

2022-0119-TC Public Forum

Mike Fry Foley – Grant application

Mr Fry Foley advised Members that the Chamber of Commerce arrange the Christmas lights switch on event and the Christmas lights committee are responsible for putting up the lights.

The light switch on event is a big and very popular event for the town. The event usually breaks even but the event is weather dependant. The income from the event is usually around 50/50 from the town businesses/food vendors.

This year they are facing rising costs. SSDC require a Street Vendors Licence at a cost of £61 per vendor, which is a big outlay when they are only trading for 2 hours.

David Jewson – Grant application

Mr Jewson advised members that if there were no official Christmas lights switch on event when would they turn on the lights? They don't have the insurance, marshals etc to hold a separate event. It is the main fund-raising event for the Christmas lights appeal as they have a bucket collection on the evening.

Mr Jewson advised members that the Street Traders Licence is different from Food Safety certificates, which all food vendors would have to hold.

The meeting Chair thanked both speakers.

Members **RESOLVED** unanimously to bring Agenda Item 20 forward to after Agenda Item 8 Minutes – Open Spaces committee.

Proposer Cllr James **Seconded** Cllr Shepherd

2022-0120-TC Apologies for Absence

Cllr M Gunn – Personal reasons

Cllr P Sellers – Personal reasons

Cllr P Burton – Personal reasons

2022-0121-TC District and County Councillors Report

Members **NOTED** the District Councillors report

Cllr Keitch gave Members a verbal County Councillors report.

Updates included no decision has been made yet on planning committees under the new authority, there was a better response than expected to the Consultation and a great variant in responses. There are currently no plans for

the Brympton Way office to open to the public, the Petters Way office is open to the public 5 days a week. Due to the phosphates, they are unable to progress large planning applications. Due to the current economic situation they expect to see an increase in applications for housing benefits. SSDC were the first area to change over emails, and it was a massive undertaking and whilst there have been some issues, the big ticket items went well. More meetings are now face to face as opposed to virtual.

Cllr Osborne updated members on SCC finances, Local Government Reorganisation, Local Community Networks, the future of SEND in Somerset, the proposed new innovation zone just north of Bridgwater, the ending of activities at Dillington House, the public health nursing team have been rated good across all sections, the flu jab and covid boosters are now available for eligible groups of people and Stoptober is back for its 11th year. Cllr Osborne and Cllr Hamilton both attended the recent LCN conference.

2022-0122-TC Declarations of Interest

Cllr Hamilton declared an interest in Agenda Items **12 Schedule of payments** as the bank reconciliation checker, **19 Iminster Information Centre SLA with SSDC** due to a family member working at the Arts Centre, **20 Grant application from Iminster Chamber of Commerce** due to being an SSDC councillor and **22 Iminster Recreation Ground Tennis Courts Refurbishment** due to knowing the local LTA representative

Cllr Keitch declared an interest in Agenda Item **20 Grant application from Iminster Chamber of Commerce** due to being a SSDC Councillor

Cllr James declared an interest in Agenda Item **12 Schedule of payments** as a Member of the RBL

Cllr Shearman declared an interest in Agenda Item **20 Grant application from Iminster Chamber of Commerce** due to being a marshal at the event

Cllr Osborne declared an interest in Agenda Item **19 Iminster Information Centre SLA with SSDC** as she volunteers at the Arts Centre

Cllr Tinson declared an interest in Agenda Item **19 Iminster Information Centre SLA with SSDC** as he is a trustee of the Arts Centre

2022-0123-TC Dispensations

There were no dispensations requested or granted

2022-0124-TC Minutes – Town Council

Members **RESOLVED** unanimously that the Minutes from the meeting held on 27th September 2022 as a correct record with the following added to 2022-0096-TC Police report: 'Members also would be appreciative of more detailed information within the police report and asked it that would be possible.'

Proposer Cllr Shearman **Seconded** Cllr Shepherd

2022-0125-TC Minutes – Planning, Highways and Transport

Members **NOTED** the Minutes from the meeting held on 4th October 2022.

2022-0126-TC Minutes – Open Spaces Committee

Members **NOTED** the Minutes from the meeting held on 2nd August 2022 and 4th October 2022 and considered the recommendations from the committee

A 22-0032-OS Bye Laws

Members **RESOLVED** unanimously to recommend to Full Council to accept the amended byelaws.

Members **NOTED** the above resolution, and it was fully discussed as a separate Agenda Item under Minute item number **2022-0134-TC**.

B 22-0035-OS Football club and cricket club fees

Members **RESOLVED** by 4 votes for and 2 abstentions (Cllr Shepherd and Cllr Paul) to Recommend to Full Council that Officers be delegated authority to negotiate up to date agreements with all clubs that regularly use Britten's Field and the recreation ground.

Members **RESOLVED** by 9 votes for, 2 against and 1 abstention that Officers be delegated authority to negotiate up to date agreements with all clubs that regularly use Britten's Field and the recreation ground.

Proposer Cllr Hamilton **Seconded** Cllr Keitch

C 22-0043-OS Licensing 2023/2024

Members **RESOLVED** unanimously to recommend to Full Council that the Recreation Ground Users Group be reconstituted.

Members **RESOLVED** unanimously that the Recreation Ground Users Group be reconstituted.

Proposer Cllr Jenner-Hurford **Seconded** Cllr Paul

The Town Clerk reminded members to contact the office if they would like to become a member of the Recreation Ground Users Group

2022-0127-TC 20 Grant application from Ilminster Chamber of Commerce

Members discussed the grant application. Discussions included feedback from last year's event that some cafes within the town had to close early because they had pop up vendors outside their premises, that the request amount was for 30% of the total cost, it's a popular event within the town and Mendip don't charge for licences for community events.

Cllr Keitch advised members that SSDC do not make any profit from issuing the licences, the charge is based on full cost recovery.

Members **RESOLVED** by 9 votes for, 1 against and 1 abstention to award a grant of £500 to Ilminster Chamber of Commerce and Trade for the Ilminster Christmas Festival on 18th November 2022

Proposer Cllr MacKillop **Seconded** Cllr Hamilton

2022-0128-TC Police Report

Members **NOTED** the police report.

The Town Clerk updated members that he and the Deputy Clerk had a constructive meeting with Ilminster's new officer Sgt George Flint and look forward to working with him.

Sgt Flint advised officers that they will in future provide more detailed Police reports as requested by Members at September's Town Council meeting.

Officers are looking into the possibility of setting up Police and Communities Together (PACT) meetings, members commented that the previous Ilminster meeting were very good.

2022-0129-TC Mayor/Deputy Mayors reports

Members **NOTED** the Mayor and Deputy Mayor's reports

2022-0130-TC Income and Expenditure report

Members **NOTED** the income and expenditure report as of 30th September 2022.

A member asked if any of the funds were ring fenced, the Deputy Clerk confirmed that approximately £200,000 was ring fenced for agreed future projects.

2022-0131-TC Schedule of Payments

A Members **RESOLVED** by 11 votes for and 1 abstention to agree the payments for September 2022.

Proposer Cllr Wilcock **Seconded** Cllr Osborne

B Members **RESOLVED** unanimously to agree to the invoice for legal fees

Proposer Cllr Shearman **Seconded** Cllr Wilcock

C Members **RESOLVED** unanimously to agree a donation of £100 to the Royal British Legion

Proposer Cllr Keitch **Seconded** Cllr Jenner-Hurford

2022-0132-TC Notification of end of Audit – AGAR

Members thanked the RFO for all her hard work on achieving a successful audit.

Members **NOTED** unanimously the Notification of the end of the audit and Part 3 of the AGAR having been signed off by the External Auditor.

Proposer Cllr Shepherd **Seconded** Cllr Osborne

2022-0133-TC Clerk's Update

Members **NOTED** the Clerk's update

The Clerk updated Members that after his meeting with a representative from the Rotary Club they will be supplying a small number of flood packs for local residents.

Cllr Keitch has requested a breakdown of S106 and CIL funding.

The Clerk was asked if any S106/CIL funding has been returned to developers as it was not spent in time, he will look into this and report back to Members at the next meeting.

Members requested that Officers write to the local company who have requested to use a drone for filming that in future we need to have reasonable notice to be able to take the request to the next meeting for a decision to be made.

2022-0134-TC Byelaws

Members discussed the updated byelaws. Discussions included they have been modernised and they have never covered the cemetery before, are they enforced, who should be enforcing them as ball games/cycling take place all the time, whether the Recreation Ground Users Group should look at enforcement and what powers do the Recreation Ground Users Group have.

Members **RESOLVED** unanimously to accept the amended byelaws and to delegate officers to take the necessary actions for them to be implemented.

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

2022-0135-TC Neighbourhood Plan Response

Members were updated on the Neighbourhood Plan feedback. The NHP group thought that the examiners recommendations were positive. The group will add things that are desirable at the end of the plan. The NHP group will

bring the plan back to Full Council when the amendments have been made. There were concerns that more money is being paid to ECA. Members requested a review of the original ECA contract. Members **NOTED** the report

2022-0136-TC Cost of Living Crisis

Members **NOTED** the Cost of Living Crisis report

Members **RESOLVED** unanimously to support the strategies below,

- A list of venues/events be provided to residents via social media and the website and put up in the Market House fortnightly to enable residents to access somewhere warm.
- Logs from Herne Hill and our open spaces be made available to those with a need via the Food Bank.
- Support for the foodbank is continued.
- Members to keep an ear open for any signs in the community that a need for help that could be supported by the Town Council has arisen.

Proposer Cllr Keitch **Seconded** Cllr Osborne

Other strategies will be agreed and added going forward.

2022-0137-TC Civility and Respect report

Members discussed that it is sad that we have to have a code to tell people how to behave and how is the code enforced.

Members **RESOLVED** unanimously that Ilminster Town Council signs up to the Civility and Respect project by agreeing to the Civility and Respect Pledge statements as outlined in the report.

Proposer Cllr Osborne **Seconded** Cllr Shepherd

2022-0138-TC Ilminster Information Centre SLA with SSDC

A Members **RESOLVED** by 10 votes 4 and 2 abstentions to delegate to officers to arrange a meeting with the Ilminster Meeting House & Arts Centre to discuss continuing use of space

Proposer Cllr Shepherd **Seconded** Cllr James

B Members **RESOLVED** by 10 votes for and 2 abstentions to make a donation of up to £500 to the Ilminster Meeting House & Arts Centre for 2022/2023

Proposer Cllr Shepherd **Seconded** Cllr Keitch

C Members **RESOLVED** by 11 votes for to 1 abstention to delegate to officers to sign the agreement after satisfactory confirmation of Service Standards.

Proposer Cllr Jenner-Hurford **Seconded** Cllr Keitch

2022-0139-TC Future of Local Government in Somerset

Members **NOTED** the report.

Members discussed that the new authority is an evolving process and the benefits of employing a Highway Steward and working with other local councils.

Members **RESOLVED** unanimously that officers should investigate the possibility of a working with another authority to develop a Highways Steward role for Ilminster and the surrounding areas

Proposer Cllr Hamilton **Seconded** Cllr Osborne

Cllr Keitch advised members that she will be visiting Exmoor to look at LCN's and will report back to members at the next meeting.

2022-0140-TC Iminster Recreation Ground Tennis Courts Refurbishment
Members **RESOLVED** unanimously that this item was moved to Exempt Business
Proposer Cllr Jenner-Hurford **Seconded** Cllr Wilcock

2022-0141-TC Nominations for the Chair's Award for Service to the Community
Members **RESOLVED** unanimously that this item was moved to Exempt Business
Proposer Cllr Jenner-Hurford **Seconded** Cllr Wilcock

2022-0142-TC Exempt Business

That in view of the confidential nature of the business about to be transacted, it is advisable 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 Jenner-Hurford **Seconded** Cllr Wilcock

2022-0143-TC Iminster Recreation Ground Tennis Courts Refurbishment
Members discussed the proposed tennis court refurbishment.
Members **RESOLVED** by 8 votes for to 2 against to implement Option C as outlined in the report provided to the meeting and for a non-binding offer to be signed so that the project can move to the next stage
Proposer Cllr Taylor **Seconded** Cllr Hamilton

2022-0144-TC Vote to extend the meeting
Members **RESOLVED** unanimously to the suspension of Standing Order 3X and that the meeting should be extended.
Proposer Cllr Wilcock **Seconded** Cllr Shearman

2022-0145-TC Nominations for the Chair's Award for Service to the Community
Members discussed the nominations for the Chair's award for Service to the Community.
Members **RESOLVED** unanimously to choose Roger Swann as their nominee for the Chair's Award for Service to the Community 2022/23
Proposer **Cllr Keitch** **Seconded** **Cllr** Jenner-Hurford

22.05 Cllr Wilcock left the meeting

Meeting ended at 22:07