

Minutes of the **Town Council** meeting held in the Council Chamber. The Council Offices, North Street, Ilminster, on Tuesday, 21 March 2017 at 19:30hrs.

**Present:**

**Chair:** Cllr V Keitch

**Councillors:** Cllr D Belobaba, Cllr J Fagan, Cllr J Fowler, Cllr M James, Cllr D Kinder, Cllr I Mackillop, Cllr A Shearman, Cllr S Shepherd, Cllr R Swann and Cllr T Walker

**In Attendance**

Officers Miss J Norris (Town Clerk)

Somerset County Cllr Vijeh

No members of the public attended the meeting

**198 Apologies for Absence**

Apologies for absence were received from Councillors Burton, Drayton and Sothern

**199 Declarations of Interest**

No declarations of interest were made in respect of any items on the agenda

**200 Minutes**

**RESOLVED**

- (i) to confirm the minutes of the meeting held on 21 February 2017 as a correct record
- (ii) to note the office Action Plan relating to the Town Council Meetings

Issues discussed regarding the minutes included:

- Battle's Over – The Town Clerk have spoken to the Chair of Ilminster Royal British Legion who have indicated they are willing to work together with the Town Council
- Budget information for the Archie Gooch Pavilion was provided at the previous Town Council meeting

Issues discussed regarding the office action plan included:

- Public meeting regarding the planning application for land south west of Canal Way – Swanmead School has been booked for the event and representatives from Persimmon Homes and Somerset County Council have been invited and accepted; South Somerset District Council Planning Officers have been invited but are considering whether or not it is appropriate to attend; further suggestions were made for additions to the invitee list

**201 Mayor's Announcements/Engagements**

- a) The Mayor had no announcements relevant to Town Council and Mayoral activities and engagements
- b) The Mayor's engagements between 16 February 2017 and 14 March 2017 had been circulated prior to the meeting.

**202 Police Report**

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

Issues raised during consideration of this item included:

- Thanks for the report
- There seems to have been an increase in crime in the police report; the Mayor will speak to the Neighbourhood Team to get more information about the increase in anti-social behaviour incidents.

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

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

Issues raised during consideration of this item included:

- Parking at Townsend
- Responsibility for cutting and clearing trees and hedgerows which overhang footpaths and bridleways
- There is not currently any feedback from the Greenfylde School drop-in event but the County Councilor has been advised that there will be no further decision about a new school until the result of the Shudrick Lane planning appeal is known

### **204 Reports from District Councillors**

Cllr Keitch gave an oral report which included:

- There has been a member of staff appointed to oversee the ICT part of the transformation project
- Westlands Leisure Centre will soon be opening; a programme of events / acts has been planned and booked
- Somerset Waste – new collection regime will be phased in gradually
- There are lots of task and finish groups undertaking detailed research, developing and reviewing policies e.g. discretionary housing payments Street Trading Licences
- There was a leaflet in with Council Tax Bills reminding people to inform the District Council of changes in circumstances
- There has been a marked increase in case work for Councillors especially housing related matters

Issues raised during consideration of this item included:

- Management of the Herne Vale amenity areas
- Herne Vale Play area: the transfer of land from the developer to the District Council is in progress

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

There were not any reports from representatives on outside bodies.

### **206 Insurance**

Quotations for the Town Council's insurance requirements were considered.

Issues raised during consideration of this item included:

- Cost of cover previously
- Somethings that are specific in one cover may be excluded from another
- Types of cover that are being developed e.g. internet / crises management

## **RESOLVED**

- (i) That the Town Council obtains insurance cover from organisation C with effect from 1 April 2017 at a cost of £4,010.52
- (ii) That the Town Council obtains separate vehicle insurance cover at a cost of £536.46
- (iii) That the Town Council enters into a 3 year agreement with Organisation C for insurance cover

## **10. 2017 Competitions And Awards**

The Competitions and Awards to be organised / facilitated by the Town Council during 2017 and any associated procedural matters were considered.

Issues raised during consideration of this item included:

- How to raise the prize money

### **RESOLVED**

- (i) That the following competitions and awards are facilitated by the Town Council in 2017: One competition each for Greenfyld and Swanmead Schools; Scarecrow competition; Citizens Award; Youth Citizens Award
- (ii) That the criteria and timing for each competition and award as approved as detailed in appendix A to these minutes
- (iii) To accept **voluntary** donations from Town Councillors towards the prize money for the 2017 competitions
- (iv) That the balance of funding the prizes, after (iii) above has been taken into account is taken from the community engagement budget
- (v) That the Town Clerk asks Councillors serving at the time of the competition to volunteer as judges with a view to having three Councillor judges for each competition
- (vi) The Mayor's Award is presented solely at the Mayor's discretion

## **207 Archie Gooch Pavilion Access Road**

The quotations and funding for surfacing the access road to the Archie Gooch Pavilion were considered and discussed.

Issues raised during consideration of this item included:

- Some quotes say ml and some say mm
- Council rights regarding access
- Responsibility for the surfacing the access road in the original pavilion contract
- Council responsibilities as landlord and the tenant's responsibilities
- The pavilion is used by a lot of community groups so they would benefit from the surfacing

### **RESOLVED**

- (i) That the quotation from Contractor A is accepted and offered the work subject to permission being received from the landowner for the surfacing to be done
- (ii) That a letter is sent to the tenant of the Archie Gooch pavilion expressing concern about the car park surface and asking them to provide their plans for improving it, including timescales

**208 Boundary Commission For England - second Consultation on Parliamentary Constituencies**

The Town Council's response to the Boundary Commission For England's second Consultation on Parliamentary Constituencies was considered.

Issues raised during consideration of this item included:

- There will be very little impact on Ilminster re changes to the parliamentary Constituencies
- There will be another consultation about the boundaries of the South Somerset District Council wards and the number of Councillors; this is likely to start in August 2017

**209 Authorisation of Payments and Notification of Virements**

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

Issues raised during consideration of this item included:

- Cemetery lodge costs
- Resilience Store – possibility of combining the two stores to save money
- Cost of new strimmers

**RESOLVED** that the payments listed in the schedule presented to Council totalling £52,616.57 gross are approved

**210 Project Plan**

To consider progress on the project plan and whether any changes are necessary.

**RESOLVED** to note the Project Plan

**211 Clerk's Updates**

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

Number	Date	Topic
3/17	03.03.17	1. Public Meeting 28 March Swanmead School 2. Scheme of Delegation
4/17	10.03.17	1. Cemetery Lodge 2. Election 3. Ilminster Conservation Area 4. Parking In Court Barton 5. Town Clerk Annual Leave

The meeting closed at 21:40hrs