

Minutes of the Resources Committee meeting held on
**Tuesday 10th January 2023 at 20.01 hrs, in the Council Chamber, Council
Offices, North Street, Ilminster, TA19 0DG**

Chair: Cllr B Jenner-Hurford

Committee: Cllr P Burton, Cllr B Hamilton, Cllr M James, Cllr P Sellers, Cllr S Shepherd and Cllr N Tinson

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

Councillors: 2 members of the public and Cllr Taylor

R22-029 Public Forum

Speaker 1

Mike Fry Foley from the Ilminster Experience CIC addressed Members regarding the need for a new Ilminster website. Ilminster is a thriving town and needs a website to showcase what the town has to offer. There are currently several websites that all prioritise different things. The proposed new website would mostly be run by volunteers and would be self funding by selling advertising space.

Speaker 2

Sam Miller on behalf of the Arts Centre explained to Members the reasons for their grant application. These included there existing systems will be turned off in 2025 as they currently have a copper phone system. The phone lines are vital to take bookings, the wifi needs to be upgraded to allow people to work from their café to generate income and they are looking to organise more events which would require wifi access.

R22-030 Apologies for Absence

Cllr Keitch – Personal reasons

R22-031 Declarations of Interest

Cllr Tinson declared an interest in Agenda Item 8a The Arts Centre grant application, as a Trustee of the Arts Centre

Cllr Hamilton declared an interest in Agenda Item 8a The Arts Centre grant application.

R22-032 Dispensations

None requested, none granted

R22-033 Minutes

Members **RESOLVED** by 6 votes for and 1 abstention that the Minutes of the meeting held on **6th September 2022** as an accurate record.

Proposer Cllr Jenner-Hurford **Seconded** Cllr James

R22-034 Clerk's update report

The Town Clerk updated members on various previous agenda items including, the tennis court proposal will be an agenda item at the 17th January 2023 Full Council meeting. There has been a meeting between the Solicitor, a cricket club representative, and the Clerk to discuss the

lease with the cricket club and Ilminster Education Foundation (IEF). The Solicitor is looking at the changes requested, the proposed lease will then be forwarded to the landowner, the IEF. The company have been to measure up for the replacement toilet doors at the recreation ground and the Recreation Ground Manager will be undertaking his playground inspection training in February. After the training has been completed we will then be in a position to complete our own play park inspections.

R22-035 Financial monitoring
Members **NOTED** the financial report.

R22-036 Grant applications
Members discussed the grant application from The Arts Centre. Cllr Hamilton sought advice from the Clerk if he was able to vote and was advised that he could.
A Members **RESOLVED** by 6 votes for and 1 abstention to approve the grant for £500 from the 2022-23 Grant budget
Proposer Cllr James **Seconded** Cllr Shepherd

B Members discussed the grant application from Green Ilminster. Members **RESOLVED** unanimously to approve the grant for £150 from the 2022-23 Grant budget
Proposer Cllr Burton **Seconded** Cllr Tinson

C Members discussed the grant application from The Quakers. Members **NOTED** that whilst we do not usually approve grants for religious buildings or groups this application is not for the fabric/upkeep of the building it is to provide a warm space/food for the whole community.
Members **RESOLVED** unanimously to approve the grant for £160 from the 2022-23 Grant budget
Proposer Cllr Hamilton **Seconded** Cllr Burton

R22-037 Information Centre
Members discussed the proposal and that the funds to pay for the printing will be coming from the Information Centre budget.

Members **RESOLVED** unanimously to delegate authority to officers to order the printing of the walks around Ilminster leaflets.
Proposer Cllr Tinson **Seconded** Cllr Sellers

R22-038 Purchase of tablets
Members discussed purchasing tablets. Discussions included how many tablets should we purchase, the cost of the tablets, the cost and environmental footprint printing paper copies of reports, members of the public would still need a paper copy of the agenda, some officers/members make notes on the paper copies, is it an unnecessary expense, would it be prudent to trial 2 and assess the need for any further tablets, accessibility issues due to the size of the screen, it will be easier to download/print documents from the cloud.
a) Members **RESOLVED** by 6 votes for and 1 abstention to recommend to Full Council that officers are delegated authority to source 2 Android tablets in collaboration with the Chair of Resources.

Proposer Cllr Burton **Seconded** Cllr Jenner-Hurford

- b) Members **RESOLVED** unanimously to recommend to Full Council officers upload all reports and agendas for meetings to a central cloud location for access by all members.

Proposer Cllr Jenner-Hurford **Seconded** Cllr Tinson

- c) Members **RESOLVED** unanimously to recommend to Full Council that once the tablets have been purchased and the cloud document storage has been implemented that the Council commits to a paperless stance for member copies (unless circumstances call for paper copies)

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

R22-039 Cemetery Lodge

Members discussed the options for the future use of Cemetery Lodge. The Clerk was asked if this item should be moved to Exempt Business and advised that as it was not sensitive, contractual, or confidential information being discussed it could remain in the public part of the meeting.

Discussions included if a working group should be set up, the size of the working group, that all members should be given the opportunity to put their name forward, and there was a previous working group.

Members **RESOLVED** unanimously to recommend to Full Council that a working group of up to 5 members is formed to come up with viable options for the future use/uses for Cemetery lodge and report back their findings at the first meeting after the start of the new financial year.

Proposer Cllr Tinson **Seconded** Cllr Jenner-Hurford

R22-040 Members **RESOLVED** unanimously to move Agenda Item 14, Ilminster Community Website to the next item to be discussed.

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

R22-041 Ilminster Community Website

Members discussed the proposal. The Clerk reminded Members that the Town Council must have their own website and cannot be involved with a commercial website.

Members **RESOLVED** unanimously to **RECOMMEND** to Full Council to support as a potential consultee the project put forward by Ilminster Experience CIC, and for them to produce further detailed information on how the sustainability of the website would be maintained and funded in the future.

Proposer Cllr Tinson **Seconded** Cllr Hamilton

R22-044 Tuck Shop

Members discussed the tuck shop. Discussions included whether to set up a working group, who would run it, whether the running of the tuck shop is put out to tender and are there any covenants or restrictions on use.

Members **RESOLVED** unanimously to **RECOMMEND** to Full Council to advertise the Recreation Ground kiosk for use as a tuckshop pending any legal implications being satisfactorily resolved.

Proposer Cllr Tinson **Seconded** Cllr Hamilton

R22-045 **Extension of Time**
Members **RESOLVED** unanimously to extend the meeting time by 30 minutes.
Proposer Cllr James **Seconded** Cllr Sellers

R22-046 **Civility and Respect – Councillor and Officer Protocol**
Members **RESOLVED** to recommend to Full Council to adopt the Councillor and Officer Protocol along with any amendments proposed by the Resources Committee on the 10 January 2023. A copy of the Protocol to be included with the Minutes of the Resources Meeting
Proposer Cllr Jenner-Hurford **Seconded** Cllr Sellers

R22-043 **Staffing Update**
This item was moved to exempt business.

R22-044 **Exempt Business**
That in the view of the confidential nature of the business about to be transacted, it is advised 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 Hamilton **Seconded** Cllr Jenner-Hurford

R22-045 **Staffing update**
Members **NOTED** the report.

Meeting ended 21.43