

## Ilminster Town Council

### MINUTES OF A MEETING OF THE ILMINSTER TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, ILMINSTER ON TUESDAY 16th JANUARY 2007 AT 7.30PM

Those present :

Chairman : Cllr C A Goodall

Vice-Chairman : Cllr F Walker

Councillors : Cllr C Cameron, Cllr G Childs, Cllr M Davis, Cllr M Excell, Cllr M Henly, Cllr R Jacobs, Cllr A Kennedy, Cllr D Miller, Cllr M Rawstorne, Cllr S Shepherd

Non Councillors : County Cllr A Shire, Dist Cllr K Turner

Officers : Mr S Fisher, Mrs C Holtom

**1 Apologies for Absence**

Apologies for absence were received from Cllrs Hall, Yeowell and Whaites.

**2 Declarations of Interest**

None.

**3 Minutes of Previous Meeting**

It was RESOLVED that the Minutes of the Council meeting held on 28th November 2006 be approved and signed as a correct record.

**4 Matters Arising**

Minute 3 - Minutes

Cllr Kennedy referred to expenditure on Cemetery Lodge and asked from which budget the costs were met. Following some discussion it was agreed that this be referred to the next meeting of the Finance & Policy Committee.

**5 Police Report**

PC Louise Wright and Sergeant Lloyd were in attendance to give a Police Report. PC Wright said that the Police are making regular patrols of the Recreation Grounds; there have been incidents of criminal damage and they are requesting the community to try and identify who the culprits are; the Medical Centre had its sign ripped off and it was later found on the Recreation Ground; Beat Surgeries have been set up at Beer Crowcombe and Curry Mallet and these have proved very successful; last Friday the Attorney General, Lord Goldsmith, visited Chard which was a very good thing for both Chard and Ilminster. On behalf of PC Bill Geddes she thanked the Town Council for their letter to him congratulating him on his Award and Medal.

Sgt Lloyd said that changes had been made with regard to manning in the Somerton sector. Sergeants were now working a shift system which meant that there would always be a Sergeant on duty in the sector to support the Beat Officers. Seven new PCSO are being taken on and two will be coming to Ilminster. Cllr Shepherd asked if there are any Neighbourhood Watch groups in Ilminster and PC Wright said that there are several, the most recent one being set up at The Mead.

Sgt Lloyd spoke about bogus callers and said that the Police can give advice to those who are vulnerable, also they would like to be informed of any incidents.

Following their reports the two Police Officers left the meeting at 8p.m.

**6 Report from Somerset County Councillor**

County Cllr Shire reported that the Unitary Authority will be debated on the 22nd January.



The first Area meeting is on the 21st February at Ilchester for the South Somerset district. Cllr Miller asked whether SCC are going to look into reducing excessive street lighting and County Cllr Shire replied that they are doing so.

## **7 Reports from District Councillors**

District Cllr Turner reported: the parking strategy was recently considered and there are to be changes made to car parking charges in both Ilminster car parks - it has been agreed that 5% of the money will be going to transport schemes; the Outline plan for the Shudrick Lane development has been approved with 23 conditions.

District Cllr Rawstone spoke about the Attorney General's visit to Chard and a Planning Application at Tatworth.

## **8 Local Government Review**

The Clerk gave a report on information received so far and went through the processes which have to be gone through. The White Paper issued in October 2006 invited Councils to submit proposals for unitary structures covering their County. There is a suggestion in the Paper that the formation of unitary authorities in the area should lead not only to an improvement in services but also to a more economic delivery of services. If the option is for status quo then those savings would still be expected to be made anyway. This would require all local authorities in the area to work closely in harmony in order to make savings. The Councils were invited to submit by 25th January proposals for unitary structures. The County Council is espousing a single unitary authority for the whole of Somerset and a proposal from the District Councils centres around a two unitary system which would be formed by an amalgamation of Mendip and South Somerset to the east and Taunton Deane/West Somerset/Sedgemoor in the west.

SCC are to discuss the matter on the 22nd January and SSDC later this month. If approved both would then be independently submitted to the Government for their consideration. The change in local government becomes quite rapid thereafter - short list of approved proposals by March 2007 after which, if they are satisfied with the proposals, it would go to consultation for a period from April to June and would involve all sorts of bodies, including parish and town councils, with a decision being made in July. Subject to elections in May next year the new system should be fully operational by May 2009.

## **9 Strategic Vision**

The Chair referred to a meeting the previous evening. The Clerk said the next step would be for him to do the first draft Strategy Document, to be sent to all Councillors and referred back to the Council on 20th February. There will be a public presentation at the end of March, with an Open Day, and the final launch would be in April, possibly at the Annual Town Meeting. Cllr Shepherd felt that a separate Council meeting should be called to discuss the Strategy Document, but Cllr Henly proposed that the time table, as outlined, should be adhered to. The Council agreed.

## **10 Youth Council**

A Step by Step Guide to Young People's Parish Councils leaflet was issued to all members. The Chair stated that the local Youth Leader is keen to start one in Ilminster. She felt that young people should be consulted when the Council are considering purchasing play equipment and the Youth Council would be one way of finding out what they want.

Cllr Childs said the Ile Management Committee have not discussed this matter yet and he would like some more time to find out about it. The Chair invited Cllr Childs to accompany her to the Ile Youth Centre on the 22nd January to see how the Youth Council works.

Cllr Henly said he could foresee difficulties because there is no senior school in Ilminster and older children have to go out of town for schooling.

The Council agreed to support the Youth Council idea in principle and requested more information about it and the role of the supporting Town Councillor.

*Call*

**11 Minutes of Open Spaces Committee Meeting**

It was RESOLVED that the Minutes of the Open Spaces Committee meeting held on 5th December 2006 be received and that the Recommendations contained in Minute 6 (M.U.G.A.) and 7 (Sports Club) be approved.

**12 Minutes of Planning Committee Meeting**

It was RESOLVED that the Minutes of the Planning Committee meetings held on 12th December 2006 and 9th January 2007 be received.

**13 Reports from Representatives on Outside Bodies**

**a) Christmas Lights**

Cllr Childs reported that several of the lights were damaged due to bad weather. However the Christmas lights were, again, a success. The Clerk asked for the Committee to speak to him about an insurance claim for damage to the lights.

**b) Ilminster Forum**

Cllr Rawstone spoke about the Company Secretary and an Open Day in March. He said various projects had been discussed, including a Farmers Market at the Meeting House.

**c) Tripartite Meeting**

The Mayor and Deputy attended a meeting recently, at Crewkerne. The Mayor said that the dates for the French Markets are the 9th, 10th and 11th March and the organisers will be responsible for the publicity, insurance and special events licences.

**14 Mayor's Communications**

The Mayor reported on the functions she had attended over the past 6 weeks, viz: the launch of the Ilminster Shops brochure, tree planting ceremony, Christingle Service, Somerset Market Towns group meeting, Wells for Christmas Concert, visit to Muchelney House, Civic Carol Service, Christmas visits to the local Homes, Wadham School Awards evening, Commissioning service for the new Head of Wadham School, Carol Service in the Market House and Chard to meet the Attorney General.

**15 Authorisation of Accounts**

It was RESOLVED that the Accounts listed in the Schedule, totalling £7361.86, be approved for payment.

**16 Correspondence/Town Clerk's Report**

a) The Clerk informed members of a temporary road closure at Stocklinch for 3 days from the 6th February.

b) The Clerk said that a replacement Internal Auditor had been found - Mr. Graham Holland - and he asked for approval to appoint him. It was proposed by Cllr Excell, seconded by Cllr Rawstone, and RESOLVED to approve the appointment of Mr. Graham Holland as the Town Council's Internal Auditor.

**17 Members Questions**

Cllr Henly asked if there would be a report on the Market Towns Investment meeting. The Chair said that there is nothing to report at the moment.

**18 Next Cycle of Meetings**

Noted.

It was RESOLVED to move into camera to discuss the following item.



**Personnel Issues**

The Clerk reported that Mrs. C. Holtom had tendered her resignation to take effect from 31st March 2007 after almost 32 years of service to the Council. Members agreed that it would be necessary to convene a meeting of the Personnel Committee to consider the mechanism for seeking a replacement. In addition, it was agreed to give some thought to an appropriate means of marking the service given to the Council by Mrs. Holtom.

C. J. G. Holtom  
10 February 2007

# Cheque list

Start of year 01/04/06

Cheque number	Tn. no	Paid date	Gross	Vat	Net Citee	Supplier	Details
6919	7250	28/11/06	£10.00	£0.00	£10.00 F&P	Somerset Playing Fields Associat	Subscription
6920	7251	28/11/06	£8.77	£1.31	£7.46 OS	Bradford Building Supplies	Timber to repair roundabout
6921	7252	28/11/06	£464.13	£89.13	£395.00 OS	Playground Services Ltd	Repairs to Skatepark
6922	7253	28/11/06	£35.00	£0.00	£35.00 F&P	Information Commissioner	Data Protection Renewal
6923	7254	28/11/06	£32.35	£4.82	£27.53 F&P	Samson Office Supplies	Stationery
6924	7255	28/11/06	£140.00	£0.00	£140.00 F&P	Stoke Sub-Hamdon Band	Remembrance Day Parade Band
6925	7256	28/11/06	£36.00	£0.00	£36.00 F&P	SSDC	CRB fee - Rix
6926	7257	28/11/06	£1,376.05	£0.00	£1,376.05	Inland Revenue	Tax & NHI
6927	7258	05/12/06	£7.23	£1.08	£6.15 F&P	Samson Office Supplies	Stationery
6928	7259	05/12/06	£30.00	£4.46	£25.54 OS	Ditton Street Garage	Fuel
6929	7260	05/12/06	£218.05	£32.18	£183.87 OS	Glen Cleaning Co Ltd	Toilet Cleaning November
6930	7261	05/12/06	£500.00	£0.00	£500.00 F&P	Victim Support	Grant
6931	7262	05/12/06	£200.00	£0.00	£200.00 F&P	Ilminster Scouts	Grant
6932	7263	05/12/06	£150.00	£0.00	£150.00 F&P	South Somerset Junior Choir	Grant
6933	7264	05/12/06	£150.00	£0.00	£150.00 F&P	The Meeting House	Grant
6934	7267	12/12/06	£5.00	£0.00	£5.00 F&P	Smile Stores Ltd	Papers
6935	7268	12/12/06	£23.12	£3.44	£19.68 OS	Town & Country Hardware	Gas and screws etc.
6936	7269	12/12/06	£285.77	£42.57	£243.20 OS	Y S J Seeds	Trees
6937	7270	12/12/06	£72.67	£10.83	£61.84 OS	Y S J Seeds	Trees & Stakes etc
6938	7271	12/12/06	£368.44	£53.40	£305.04	Knighon Countryside Managemen	Tree guards and canes
6939	7272	12/12/06	£99.88	£14.88	£85.00 OS	Blizz Energy Ltd	Cancelled cheque
6939	7276	21/12/06	£0.00	£0.00	£0.00 OS	Goodall, Mrs C	Xmas visits - chocs
			£20.00	£2.98	£17.02 F&P		

Page Sub Total

Running Sub Total

£3,862.02 £187.68 £3,674.34

£3,862.02 £187.68 £3,674.34

15/01/07 01:42 PM Vs: 5.01

Ilminster Town Council

## Start of year 01/04/06

Signed: John Joseph  
Date: 16 January 2007

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## Ilminster Town Council

### MINUTES OF A MEETING OF THE ILMINSTER TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, ILMINSTER ON TUESDAY 20th FEBRUARY 2007 AT 7.30PM

Those present :

Chairman : Cllr C A Goodall

Vice-Chairman : Cllr F Walker

Councillors : Cllr G Childs, Cllr M Davis, Cllr M Excell, Cllr C Hall, Cllr M Henly, Cllr R Jacobs, Cllr A Kennedy, Cllr D Miller, Cllr M Rawstone, Cllr S Shepherd, Cllr P Whaites, Cllr L Yeowell

Non Councillors : County Cllr A Shire

Officers : Mr S Fisher, Mrs C Holtom

**1 Apologies for Absence**

Apologies for absence were received from Cllr Cameron.

**2 Declarations of Interest**

None.

**3 Minutes of Previous Meeting**

It was RESOLVED that the Minutes of the Town Council meeting held on 16th January 2007 be approved and signed as a correct record.

**4 Matters Arising**

Minute 10 - Youth Council

Cllr Childs said that at the Celebration of Youth meeting he had attended he learnt more about the Youth Council and how it is set up which he found to be very useful.

Cllr Henly stated that he had read about a scheme where young people had been allowed to take part in Council meetings, but not to vote, and this seemed to be working well.

**5 Police Report**

There were no Police present.

Cllr Childs said he would like to see a PCSO in the town on Saturday evenings, talking to the young people. The Chair pointed out that more PCSOs are being recruited and start their training next month - Ilminster will be getting another PCSO in the near future.

The Clerk said that he has received the job description for PCSOs and will bring this information to the next meeting of the Finance Committee.

**6 Report from Somerset County Councillor**

County Cllr Shire reported:

From the Community Budget he has committed funds for six items: £300 to the Meeting House, £420 to Ilminster Tourism towards re-printing the Ilminster Mini Guide; £500 to the Chamber of Commerce towards the shops brochure; £1600 towards the permissive footpath between Greenway and Dunpole Farm; £450 to the Chard & Ilminster Art Group for the Disabled and £425 to the Warehouse Theatre for a new back drop. The road closure order for Ditton Street is being advertised and will commence on the 12th March for 16 weeks. Cllr Henly asked Cllr Shire a question about unitary authorities.

**7 Reports from District Councillors**

District Cllr Rawstone reported: the District Executive will be recommending a 3% increase

CAG

in the SSDC budget (the Councillor then gave examples of how this would affect the various Council Tax Bands); a job evaluation process of all District Council staff is to take place by the 31st March; information on the SSDC bid for unitary authority with Mendip District Council; the District Wide Parking Strategy is to be discussed on Thursday by SSDC and decriminalisation of parking enforcement - the charges for the Ilminster car parks will be going up as all of them are making a loss.

Cllr Excell asked Cllr Rawstorne for a break down of the figures for the running expenses of all three car parks in the town. Cllr Henly asked if all of the car parking figures could be put before the Scrutiny Committee. Cllr Shepherd asked, in view of the parking problems in Ilminster, why is the town in phase 2 of decriminalisation; he felt that the Town Council should be writing to the Chief Executive of SSDC about their concerns at being put in phase 2. The Council agreed to this.

**8 Strategic Vision**

The Clerk said that he had written a report which will be distributed to members at the end of this meeting as it is a confidential document. He also said that there will be a display at the Annual Town Meeting in April and at the Open Day on the 24th March.

**9 Minutes of Finance & Policy Committee Meeting**

It was RESOLVED that the Minutes of the Finance & Policy Committee meeting held on 30th January 2007 be received and that the Recommendation contained in Minute 9 (Cricket Club Nets) be approved.

**10 Minutes of Open Spaces Committee Meeting**

It was RESOLVED that the Minutes of the Open Spaces Committee meeting held on 6th February 2007 be received.

**11 Minutes of Planning Committee Meeting**

It was RESOLVED that the Minutes of the Planning Committee meeting held on 13th February 2007 be received.

**12 Reports from Representatives on Outside Bodies**

**a) Chamber of Commerce**

Cllr Kennedy reported on the AGM held on 31st January 2007: Bryan Ferriss stepped down as President and gave a report on his past 3 years in office - he said that during this year the shops will be doing away with half day closing, there will be late night opening of shops at least once a month, advertising of the town will be done on local radio, the Victorian Evening will be on the 16th November. At a short committee meeting after the AGM four new members were elected to the Chamber of Commerce Committee, making a total of 12. There were no nominations for a new President - Michael Fry-Foley is the Vice President and will be Acting President for the time being - with Gad Bottom as Treasurer and Pam Pike as Secretary.

**b) Community Association**

Cllr Excell said that there had been no meeting for some time and no information was obtainable.

Cllr Henly pointed out that there is an abandoned car near the Community Centre which he felt should be removed.

**c) Community Safety Partnership**

Cllr Goodall said that she attended a meeting last week and is in process of writing out a crime report which will eventually be circulated to members.

**d) Greenfylde School**

Cllr Whaites reported on a meeting held last week: there are 306 pupils at the school but

numbers will be falling at the beginning of September and if it falls below 300 the money from SCC will drop; the Collective Workshop will start soon, the Sunny-Ile hut is in situ, picnic area and maze to be moved to make way for the children's centre, new path to be laid to access the picnic/maze area etc., children's centre will be installed in March and opened in April. The building work in Wharf Lane is still causing problems with ladders still left about and the site is not fenced off - health and safety has been contacted. The swimming pool has cracks in it and will be repaired. Cllr Whaites gave out several dates and events which are happening at the school.

**e) Ile Youth Centre**

Cllr Excell stated that the Celebration of Youth event was a great success; all is well with the Management Committee but the Youth Leader is leaving and will not be replaced until after the end of March, however there will be an Acting Leader in the meantime.

**f) Ilminster Forum**

Cllr Shepherd reported on a recent meeting; he said that there will be an Open Day on the 3rd March at Greenfylde School by way of promoting the activities of the Forum, explaining what it has done in the past and hopefully giving the public some indication of where the Forum can help in the future of the town.

**g) Ilminster Tourism**

Cllr Jacobs stated that on the 1st March there will be a meeting at the Shrubbery Hotel to investigate the possibility of some form of Ilminster Festival Week; some of the town's organisations have indicated that they will attend this meeting. On the 21st March the Tourism AGM will be held at the Shrubbery Hotel at 2.30p.m.

Cllr Shepherd said that the Rotary Club have agreed to produce a new Town Guide, with help from Tourism and the Chamber of Commerce.

**h) Meeting House**

Cllr Miller stated that they are still looking at their finances and producing a Business Plan which is going to be presented to SSDC and the Town Council

**i) Twinning Association**

Cllr Rawstone reported that the AGM was held on the 13th February; the Twinning weekend to celebrate 15 years of twinning will be held in May.

**13 Mayor's Communications**

The Mayor reported that she had attended the Community Justice Panel Conference in Chard on the 14th February.

The Deputy Mayor reported that he attended the Youth Celebration Evening and the Duke of Edinburgh's Award Ceremony at Yeovilton.

**14 Authorisation of Accounts**

It was RESOLVED that the accounts listed in the Schedule totalling £7788.52, be approved for payment.

**15 Correspondence/Town Clerk's Report**

a) The Clerk reported that an open meeting run by SSDC will be held at Long Sutton on 22nd February about ensuring acceptable provision in villages for shops and post offices.

b) Information was received from Highways about public consultation events concerning the dualling of the A303/A358 from South Petherton to Taunton at various locations. It was agreed that Cllr Henly would attend the preview meeting on behalf of the Council.

c) Information was received about SCC Area Working Panels on the 21st February at Long

Sutton Golf Club.

d) A letter was received from the Audit Commission stating it is their intention to reappoint Moore Stephens, as the Town Council's External Auditors for the current year.

#### 16 Members Questions

a) Cllr Yeowell asked a question about the Slinky Bus.

b) Cllr Shepherd asked the Clerk if he could obtain some application forms for the Council elections.

c) Cllr Miller asked whether the Council could start negotiations as soon as possible with SSDC regarding a new planning application for the old Horlicks site.

d) Cllr Hall asked (i) when the Cemetery Lodge Lease will be ready and (ii) did the Clerk get a response from the Rights of Way Officer about funding for the footpath from Greenway to Dunpole Farm.

#### 17 Next Cycle of Meetings

The next cycle of meetings, as on the agenda, was noted.

Cllr Excell asked about a Special Council meeting which was not on the list and it was stated that this will be on the 27th March.

#### 18 Personnel Issues

The Council discussed arrangements for the replacement of Mrs. C. Holtom who would be retiring from her post on 31st March 2007. It was agreed that:

a) Mrs. M. Shelley be appointed to the post of Secretary on 20 hours per week (spread evenly over five days) on Scale Point 16;

b) a vacancy be advertised for a Clerical Assistant on 15 hours per week (spread evenly over five days) plus one evening per week on average at Scale Point 15.

The division of workload between the two posts would be a matter for the Town Clerk to determine.

The vacant post would be advertised on the basis of a job description which would include preparation of Agendas, Minutes and follow up related to meetings of the Council and its Committees plus general administrative duties, to be determined by the Clerk in the light of aptitude and experience of the successful candidate. Typing and IT skills would be a requirement of post; shorthand or speedwriting would be an advantage.

Interviews would be undertaken by the Mayor, Chair of Finance & Policy Committee and Town Clerk, with the power to appoint.

It was agreed that the Council should meet the costs of a reception to mark Mrs. Holtom's retirement to which not only current Councillors would be invited but also individuals with whom Mrs. Holtom has worked during her period of service with the Council.

#### 19 Press Releases

The Mayor asked the Council if they would consider the issuing of press releases on subjects where a clear statement of the Town Council's position would enhance public understanding. Members felt that the most effective way of informing the public was via a regular newsletter, printed and hand delivered to all households in the town and posted on the Ilminster Forum website.

In relation to the most recent planning application from Tesco, it was agreed that the Mayor be authorised to issue a press release outlining the Town Council's position, if she felt that to be appropriate.

*Cas/Ann Yeowell*

## **Iminster Town Council**

### **MINUTES OF THE ANNUAL TOWN MEETING HELD AT SWANMEAD SCHOOL, ILMINSTER ON THURSDAY 19 APRIL 2007 AT 7.00PM**

**Those present :**

**Chairman :** Cllr C A Goodall

**Vice-Chairman :** Cllr F Walker

**Councillors :** Cllr C Cameron, Cllr G Childs, Cllr M Davis, Cllr M M Excell, Cllr C Hall, Cllr M Henly, Cllr R Jacobs, Cllr A Kennedy, Cllr D Miller, Cllr S Shepherd, Cllr P Whaites

**Non Councillors :** County Cllr A Shire, Dist Cllr K Turner

#### **1 Those Present:**

**Chairman:** Cllr C. Goodall (Mayor)

**The following Town Councillors were present:-**

G. Childs, M Davis, M. Excell, D. Miller, S. Shepherd, F. Walker, P Whaites (Electors)

C. Cameron, M. Henly, R. Jacobs, A. Kennedy (non-electors)

District Cllr K. Turner (Elector)

County Cllr A. Shire (non-electors)

Sgt. Lloyd, Ms A Porter (Avon & Somerset Police) - (non-electors)

S. Fisher Town Clerk

Approximately 30 members of the public the majority of whom were recorded as Electors.

#### **2 Chairman's Address**

The Chair welcomed people to the meeting. The Town Clerk then went on to explain the requirements for the Annual Town Meeting viz: it is not a Council meeting; it is a statutory meeting where, once a year, the Mayor is charged with reporting to the electors of the town on the activities of the Town Council over the last year. Also it is an opportunity for the electors to ask questions for clarification or to solicit further information. He emphasised that it is a statutory meeting for citizens who are on the electoral roll for Iminster; other members of the public are entitled to attend but as observers only.

#### **3 Minutes**

The Minutes of the Annual Town Meeting held on 27th April 2006 were confirmed and signed as a correct record.

#### **4 Matters Arising**

Minute 7 (a) - Public Question Time

Mr Beardon queried the number of PCSOs in the town.

The Chair indicated this would be addressed in the Police Report.

#### **5 Financial Statement**

Mr. S. Fisher gave a presentation on Iminster Town Council's Income and Expenditure Account and Balance Sheet for the year ended 31st March 2006 (copy attached).

In reply to a question from Mr Turner, the Clerk said that Cemetery Lodge was in the hands of agents.

#### **6 Mayor's Report**

Cllr C Goodall gave a report (copy attached).



## Iminster Town Council

### 7 Police Report

Sgt. Lloyd gave a report. He spoke about the good events in the town, most of which are held annually - Carnivals, Victorian Evening and Christmas Lights. The police were working with drug and alcohol teams to address these issues with Iminster youth. He stated that alcohol is obtained by proxy sales or through the family. He asked the public to help.

In reponse to a number of arson attacks last summer. Sgt Lloyd and the Fire Brigade held an assembly at Swanmead School.

25% of all offences are criminal damage. Sgt Lloyd asked the public to inform them of incidents as they happen. Police are available 24 hours a day. He also encouraged the public to set up Neighbourhood Watch areas as a crime deterrent and to be aware that the better weather brought an increase in burglaries. He also advised the public to be aware of rogue traders and to encourage the elderly to have a door chain in place before answering the door to strangers. In response to an increase in motor thefts. A car was left in Orchard Vale under police surveillance which resulted in the culprits being caught.

PC Louise Wright had been allocated two new PCSOs who, after a period of training should be seen in the town by the end of May.

In response to a question Sgt Lloyd stated that 999 was for emergencies only, 0845 4567000 was for non urgent matters and for community based issues he could be reached through the web site, by email.

### 8 Public Question Time

A man asked why Ditton Street had been closed before the adoption of Canal Way.

County Cllr Shire replied they had not been able to reject the application and were currently working to adopt Canal Way.

A man commented that there were too many diversion signs.

County Cllr Shire agreed and stated these were to help strangers to the area.

Mrs Old asked if the bus companies could be contacted and asked to take all passengers into Iminster.

County Cllr Shire stated that the bus companies will enter Iminster between 9am and 4pm. The routes will be reconsidered as the new contracts come up for tender.

A man asked how the proposed new Unitary Authority will affect Iminster. County Cllr Shire indicated that there would be considerable cost saving and that the County Council would be able to devolve issues to the local community.

A man asked why the toilets on West Street were still signed.

Cllr Turner stated that the disabled toilets were still in use as the Ditton Street toilets had no disabled facility. This would be resolved with new toilets being built at Tesco.

### 9 Strategic Vision for Iminster

Cllr C Goodall gave a presentation of the Town Council's Strategic Vision for Iminster. (copy attached)

Mr Simmonds congratulated the Town Council on the Strategic Vision and asked how this would relate to the Unitary Authority.

Cllr Goodall replied that as our Strategic Vision process was being carried out in the same way that is used by the District Planners for such documents. It is hoped that a unitary authority would adopt the vision.

The meeting closed at 8.30pm

*[Handwritten signature]*  
1 May 08

## What is a Strategic Vision?

It is a document that lays out the ideas and aspirations of a town for the next 10 15 20 years

## Why do we need a Strategic Vision?

The past year has shown what can happen in a town when other people are in control.

A strategic document for the future might help us influence other stakeholders about what happens in our town

## What is the process?

Blue Sky thinking this is what the Town Council has been engaged and the main features are what you see before you tonight

## Consultation

## Map

The Town Council in its 'blue sky thinking' looked at the whole town. As you can see there are certain areas on the map that have been colour coded. These indicate the subjects we felt were perhaps a little challenging and ones that were likely to require more debate.

## Industry/Commercial/Retail

Horlicks Site will need to be developed

We need to ensure it is done in a manner the benefits and compliments existing businesses in the community but at the same time helping Iminster to grow

## Housing

Government policy will mean more housing

While we accept this we would like to see it developed in the right locations. We want it to be of good quality and does

not mean exclusive – just that every house buyer should, be of a high quality and less over development

#### **Education**

A move to a two tier system

#### **Community Facilities**

#### **Town Centre**

A project of enhancement

More small businesses and retail outlets located in the centre of town

#### **Transportation**

Creation of a eastern relief road

Possible pedestrianisation of town centre

Improved cycle routes

#### **What is the way forward?**

As I said earlier there will be a number of consultations with the public, the organisations and stakeholders

After the consultation period is over a Strategic Vision will be drawn up and presented at a full town Council meeting for adoption just before the summer

#### **What next?**

In the autumn Vision will be present to the South Somerset District Council and the Somerset County Council.

## Mayors Report 19 April 2007

No one could say that this has not been an eventful and challenging year for the Town Council and its Councillors.

There is no doubt that this year has been dominated by TESCO. The autumn of 2005 saw the development of a food store on Shudrick Lane site given approval by the South Somerset District Council, which in turn created much debate over the associated road scheme for Ditton Street. By May 2006 Somerset County Council, as the Highways Authority, had finally agreed to Ditton Street becoming one way in a north to south direction. This was followed shortly afterwards by the resignation of two long standing Councillors Norman Campbell and David Gooding. Both had served the Council diligently over many years. After an election involving seven candidates, Caroline Cameron and Mark Davies were elected and joined the Council in the late summer and are playing their part in the Council's activities.

Come the autumn we found ourselves in the throes of more planning applications from the food store provider, TESCO, about the detail, the style and the actual location of the store. The application was finally resolved by the SSDC Regulation Committee in March 2007 and the work is now under way.

I suspect we could write a book on the machinations surrounding this development. What I will say is that this past year had demanded a huge amount of work on the part of Councillors and staff to ensure that the views of the Council, on what was in the best interests of Ilminster as a whole, were properly debated and clearly articulated. Unfortunately it is often the lot of a Councillor not to be able to please everyone.

Now is the time to move forward. There are things we can still do to shape the format and operation of the new store, to make it an integral part of the retail portfolio of Ilminster. Whether we like it or not. Supermarkets exist and we must try to capitalise on the extra footfall to ensure the vibrancy of the wide range of other outlets in the town.

Councillors have, this year, devoted an enormous amount of time and effort to developing a draft strategic vision for the town. Some of you will have seen the displays outlining our thinking and there is an item later on the agenda when the main features will be highlighted. This is very much a consultative document. We want to know what you think – what is good, what is not so good.

A lot of time and effort had been spent on this work outside the normal weekly meetings of the Council and its Councillors. Early mornings, pre 8.00am and late evenings have been the norm. And both the Town Clerk and I appreciate the commitment made by all concerned.

Mentioning the word commitment would perhaps be a good time to speak of the retirement in March of Carol Holtom after 32 years as a Secretary with the Town Council. As the Clerk said at her farewell presentation evening, officers of the Council are frequently held responsible by residents for every ill that befalls the town and are often treated to behaviour that is totally uncalled for. Carol Holtom knew how to cope and served the Council and Ilminster incredibly well over the years. For this we are all grateful.

During a year dominated by Tesco and strategy, the Council's care of business continued:

Members have considered numerous planning applications giving each one the time and thought it deserved. We certainly do not see ourselves as a rubber stamp – we want and try to ensure the best possible for a town of so much character.

Our Open Spaces – the main Recreation Ground and its play areas, the sports pitches, Winterhay Lane Recreation Ground have all had the devotion of our Wardens – and for these two men it is a case of devotion as they strive to make our open spaces a resource for the whole community. Herne Hill is an absolute picture. The work they do up there, the coppicing, sensitive removal of trees to encourage the growth of others and the dead hedging is a credit to them/ any one who wants to see how a natural resource can be managed so that it provides both a habitat for trees, animals and insects as well as a pleasant area for humans should spend time up there.

This year we are hoping to involve the Cubs and Brownies in the planting of trees on the Hill. Not just any old tree but those that fit the environment in locations where they can flourish. We hope it will create in those young people a sense of ownership and pride in their community.

Which brings me to a particular hobbyhorse – vandalism. Our men work extremely hard on our open spaces to offer an environment that we can all be proud of. It is very frustrating for them to be faced with trashed fencing, damaged toilets, young trees snapped off, mature trees with damaged bark, skate park facilities unbolted or torn from their moorings. Our policy is to repair the damage as soon as possible – to leave it looking uncared for would only encourage more vandalism. Some of this is drink related. But, whatever the cause its contribution to this town is wholly negative and we would urge those who see it happening to the Police or the Town Council know who is doing it. Anonymously of course.

To be more positive, the Recreation Ground gets a huge amount of use – make sure you capitalise on a facility that few towns enjoy.

It is easy to forget that the Town Council also manages the Cemetery, licenses the taxis, looks after the troughs and town signs and a myriad of other things. Once again our income for doing all this is amongst the lowest of any comparable town. Far it be for me to draw comparisons but do have a look at what you would pay in our neighbouring towns.

Despite last years hot weather the Ilminster in Bloom proved to be very successful with the retailers creating a lovely display of hanging baskets in the centre of town which complemented the Town Council baskets in the Market House

The Children's Competition – A Garden on a Plate – proved to be equally popular and the high standard created difficulty for the Deputy Mayor Fred Walker and Councillor Excell when it came time to judge the entries.

The prizes, certificates and grants were all presented at our regular autumn Awards Evening in the Shrubbery Hotel. In addition to the usual awards, this year saw the first presentation of the Citizens Award. There were two recipients Mrs Eileen Tatcher and Mr James Olds. This was a new venture for the Town Council but was well received and we have already had requests for nomination forms for this year.

The Civic event in March, a charity dinner in aid of the Children's Hospice South West, raised over £2,000. I would like to thank not only those who attended but also all those who gave so generously to the cause.

Finally to the future. May 3<sup>rd</sup> will see local elections taking place and here in Ilminster we have 16 candidates standing. Three of our long standing Councillors are retiring and I would like to thank them for their contribution to the life of the town during the years they have been in office.

The new Council will have lots to do and I only hope that they can work as honestly and diligently as our present complement with an underlying good humour that has made my year as Mayor so interesting and pleasurable.



**TO THE ELECTORS OF THE TOWN OF ILMINSTER**

**THE ANNUAL TOWN MEETING**

**will be held at**

**SWANMEAD SCHOOL, ILMINSTER**

**on THURSDAY 1 MAY 2008**

**at 7.00 p.m.**

**All Registered Local Government electors of the town are welcome to attend the meeting.**

**A G E N D A**

1. Minutes of Annual Town Meeting held on 19 April 2007.
2. Matters Arising from the Minutes.
3. Financial Statement – Town Clerk.
4. Mayor's Report.
5. South Somerset Local Development Framework (see below)
6. Public Question Time.

Registered Local Government electors of Ilminster are invited to raise issues of concern to the town. Town Councillors, District Councillors, County Councillor and the Police will be available to respond to questions, as appropriate.

**South Somerset Local Development Framework**

The South Somerset LDF Core Strategy 'Issue and Options' prepared by South Somerset District Council to replace the Local Plan is out for public consultation.

Details of the Issues and Options will be displayed from 6.30 pm and after the meeting to give the opportunity for members of the public to ask questions and offer responses to the proposals.

**Carol A Goodall - Mayor**

**8 April 2008**

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## **Ilminster Town Council**

### **MINUTES OF THE ANNUAL TOWN MEETING HELD AT SWANMEAD SCHOOL, ILMINSTER ON THURSDAY 01 MAY 2008 AT 7.00PM**

#### **1 Those Present:**

Chairman: Cllr C.Goodall (Mayor)

The following Town Councillors were present:-

R Beardon, M. Excell, D. Miller, S. Shepherd, PWhaites, L Yeoell (Electors)

C. Cameron, N Campbell (non-electors)

S.Fisher Town Clerk

4 members of the public the majority of whom were recorded as Electors.

#### **2 Chairman's Address**

The Chair welcomed people to the meeting. The Town Clerk then went on to explain the requirements for the Annual Town Meeting viz: it is not a Council meeting; it is a statutory meeting where, once a year, the Mayor is charged with reporting to the electors of the town on the activities of the Town Council over the last year. Also it is an opportunity for the electors to ask questions for clarification or to solicit further information. He emphasised that it is a statutory meeting for citizens who are on the electoral roll for Ilminster; other members of the public are entitled to attend but as observers only.

#### **3 Minutes**

The Minutes of the Annual Town Meeting held on 19th April 2007 were confirmed and signed as a correct record.

#### **4 Matters Arising**

Minute 7 (a) - Public Question Time

Mr Beardon asked why the toilets on West Street were still signed.

#### **5 Financial Statement**

Mr. S. Fisher gave a presentation on Ilminster Town Council's Income and Expenditure Account and Balance Sheet for the year ended 31st March 2007.

#### **6 Mayor's Report**

Cllr C Goodall gave a report (copy attached).

#### **7 South Somerset Local Development Framework**

The Town Clerk gave brief details of the South Somerset Local Development Framework.

#### **8 Public Question Time**

None

The meeting closed at 7.35pm



## Mayor's Report 2008

I would like to present the Annual Report for the year to May 2008.

As always, it is impossible to cover everything that has happened during the year so this report attempts to give a flavour of the issues, the progress that has been achieved and where the Town Council is moving in the three years that remain of the present membership.

I believe it is worth remembering the local election in May last year when Ilminster had a contested election for the 15 seats on the Town Council. As a result of this, three new faces, Elizabeth Beattie, Richard Beardon and Nicci Court, joined others who had served previously. New thinking being brought to the table is important and I pay tribute to all my colleagues who have worked hard over the year to ensure that issues are properly debated with knowledge and good sense, even if not always with full agreement.

I should also mention that all Councillors are subject to a new Code of Conduct, which seeks to ensure propriety and appropriate behaviour in all that is done.

Reflecting on a year, it is inevitable that one's mind focuses on the major issues and incidents – often those which cause the most controversy in the town and it would be wrong to just ignore them in this report.

For the last two years the Tesco development has been a major issue. Although it is now complete, with the courtyard area and new toilets in place, there are still some issues that need resolving. We are still working to get a landscaping scheme for the whole site, in particular one that softens the brick expanse facing George Mayor Court. We would also like to see the areas either side of the cycle track from Frog Lane improved.

Constraints on the Tesco car park have thrown into sharp focus the lack of adequate car parking in the town. SSDC are working hard to resolve the issue both on a short and long-term basis but a solution is not easily found. The parking has been made worse by the immoderate action of some drivers, who are choosing to ignore the parking restrictions and thereby limiting the availability of parking spaces. However it may not be long before enforcement of parking is delegated to local council level, which would enable us to adopt a more robust approach.

The road works in Ditton Street were a frustration for everyone. They certainly took longer than expected due to technical problems with the Shudrick stream but on a positive note the sand bags that decorated the doorways of properties in that area have been absent this winter despite the heavy rains we have experienced – all due, I believe, to the flood mitigation scheme that was put in under the car park.

Last July the Market House was struck by a lorry and the damage proved more serious than was initially imagined. This may be just an old building to some people but it is a major part of our heritage and so had to be dealt with sensitively and properly by those skilled in the work required. The impact made by the lorry not only destroyed much of the base of one pillar but also dislodged two major sections of the column above as well as the neighbouring arches to the extent that the column began to move. Since it supports the roof, there was a real danger of a wholesale collapse of the corner.

The solution was not straightforward, it demanded a full survey by a conservation architect and structural engineer before a decision could be taken on the work required. Tenders then had to be sent out to specialist conservation builders. Further more the lime mortar used in the repair is frost sensitive, which is why it has taken so long for the work to be completed. The Contractor has done an excellent job and our next task will be to see if we can provide some protection for that vulnerable corner of the Market House!

A significant part of the Council's work is "the comments" that are made on planning applications. Over a hundred applications were considered this year and it is important that each one – whether a major housing development or a humble conservatory be given serious consideration. The major proposed developments this year involved the Strongvox housing down Shudrick Lane, North Yard on Station Road, the Gooch and Housego building in the town centre and the Medical Centre in Canal Way. Your Council has worked very hard to ensure that its comments on planning applications address issues which planning legislation demands. If they didn't the Planning Authority will simply ignore them. I wish more residents attended Planning Meetings to listen to the debate on development proposals then they would be more aware of the range of issues that must be addressed. Just because there maybe a need for a service does not mean that a building of any design can be placed in any location in town without a thought for its impact.

So what has been achieved?

Firstly, as is repeated at almost every Annual Town Meeting, the Recreation Ground, Brittens Field, and West Crescent continue to look immaculate. It is important to repeat this because we are extremely lucky to have such a resource to enjoy and fortunate that we are able to maintain the play areas, the pitches, the Canal and the open spaces in such tip top condition. We are envied by many of the surrounding parishes and even the District Officer for Open Spaces has commented on the standard of our green spaces. This is a tribute to our two Open Spaces Wardens who take such a pride in their work. The black cloud of course is the vandalism that occurs. And unfortunately it seems, at present, to be on the increase. There are some worrying examples of arson as well as damage to property. All of which are costly and frustrating to say the least.

Herne Hill, also Council owned, involves not just maintenance but also woodland management – activities such as copping and hedge laying are all carried out by the wardens. Work has also been done by the Scouts, earlier this year under the direction of the wardens, they planted shrubs and trees on the Hill which they will be able to watch develop over the years.

On the Recreation Ground, the Toilet Block has a new mosaic done by Greenfylde children. This artwork will be complemented on the other side of the building by a mural to be done by an older group of young people. The railings along that side of the building are to be cut back to reduce its “lions cage” image.

The swings in the children’s play area have been replaced, one with a disabled swing which is already in frequent use. The roundabout, which many of you probably played on in earlier times, is also to be replaced with a modern version – I just hope that it last as long as the old one.

The tennis courts on the Recreation Ground are to be refurbished and there are plans for new sports building are in the pipeline.

Our Sports Clubs are going from strength to strength with the Cricket Club now playing at the highest level it can in the West of England. Clearly the quality of football and cricket pitches are of paramount importance but we are also working with the Clubs to ensure that their

equally important fund raising events on the Recreation Ground allow people to enjoy themselves without disturbing the lives of local residents

As you are well aware Ilminster Town Council gives out grants to local charitable organisations every year, but this year we managed to generate a modest income with grants from Somerset CC and South Somerset DC

Working in partnership with District Council has provided Notice Boards in the car parks and the Market Square. Funding for the mosaic on the Toilet Block was obtained through the South Somerset Community Safety Partnership and further funding has been obtained for the mural. We are hopeful that funding can also be obtained to continue the widening of pavements and the enhancement of the Market Square and its surrounds.

You may have noticed that new light fittings are appearing in the town. Those within the centre being of a more ornate old fashioned design to reflect the ethos of a market town in the 21<sup>st</sup> century. That programme is only just beginning and the Council has set aside some additional money for the year 2008/2009 to take the process further forward.

New flower troughs for the town, including those for the Minster Church yard, are on order. The Councils Budget has an increased element for street furniture and we will be working towards new seats, and bus shelters and other proposals, which will improve the look of the town. Refurbishment of the seats in the Market Place has already taken place thanks to the generosity of the Women's Institute and the Ilminster Lions.

Our Beat Officer Louise Wright has worked long and hard to raise money for a radio link scheme which will link shops, pubs, public buildings, outreach workers etc to the police and each other so that incidents can be rapidly reported and others alerted. It is another positive step in the fight to limit petty crime and vandalism.

Finally I will finish with a few words about the Council's Strategic Vision.

For some of you it will seem as if the consultation with residents took place ages ago and that nothing has happened. However work goes on with District and County Officers together with agencies being consulted about our ideas to ensure that they meet the myriad of planning

policy guidelines. It is important that we go through this process if our final document is to be successful.

The Vision will be looking at Street Scene improvements, at new sports facilities, at revised road systems round town as well as promoting the concept of a developed Horlicks site, the possibility of a secondary school and more measured housing expansions to name just a few. Some may of course fall by the wayside through lack of support, and/or opportunity of finance.

However it is important to the vitality of the town that we provoke the thinking on where we want this town to go. The population is expanding and will grow even more. We must ensure that facilities, jobs and services match the needs of the community or we will find people living here but seeking services elsewhere.

The Town Council is determined not to let that happen and look forward to the years ahead with enthusiasm and determination. An enormous effort has been put into this vision and I would expect that by the end of the year we will have a published document which sets out the sort of strategies and development which we would aspire to in the future.



# ILMINSTER TOWN COUNCIL

Minutes of a meeting of the **FINANCE & POLICY COMMITTEE** held in the Council Chamber, Ilminster on Tuesday, 16 December, 2008 at 7.30 p.m.

## **Present**

**Chairman:** Cllr D Miller

**Vice-Chairman:**

**Councillors:** Cllr E Beattie, Cllr N Campbell, Cllr G Childs, Cllr M M Excell, Cllr C Goodall, Cllr A Kennedy, Cllr S Shepherd, Cllr K Turner, and Cllr L Vijeh

**Officers:** Mr S Fisher, Mrs R L Hope

- 1 Apologies for absence**  
Apologies for absence were received from Cllrs Beardon, Cameron, Davis, Whaites and Yeowell
- 2 Declarations of Interest**  
None
- 3 Minutes of the Previous Meeting**  
It was RESOLVED that the minutes of the Finance and Policy Committee meeting held on 4 November 2008 be approved and signed as a correct record.
- 4 Matters Arising from the Minutes**  
None
- 5 Joint Area Committees**  
Cllr Turner presented a report on the new Joint Area Committees that are to be set up in South Somerset in January 2009. They are to comprise of District and County Councillors with a parish/town council representative.  
The Clerk informed the Committee that SALC had asked for nominations for parish/town council representatives. The final decision as to who would be the representative for the parish/town councils would be made by the Chair of the SALC Area South Committee and the County Secretary.  
The committee agreed that Cllr Miller should be nominated.
- 6 Code of Conduct**  
The Clerk reported that the Department for Communities and Local Government had issued a Consultation Paper proposing changes to the Code of Conduct for members and the introduction of a model Code of Conduct for employees.

## Members Code of Conduct

## **ILMINSTER TOWN COUNCIL**

It was noted that the principal revisions

- (a) Clarified the application of the Code to members acting in a non-official capacity and in particular defined a criminal offence which breached the Code as one for which there was no opportunity to pay a fixed penalty fine.
- (b) Sought to make Paragraph 12(2) of the current Code mandatory for Parish Councils. The paragraph which allows Council members with a prejudicial interest the same rights as other members of the public to present information had already been adopted voluntarily by Ilminster Town Council.
- (c) Gave members up to 2 months from adoption of a new Code by the Council to signify their observance.

It was RESOLVED to RECOMMEND that the revisions to the Code of Conduct proposed in the DCLG Consultation Paper be supported.

### Employees Code of Conduct

It was noted that the Consultation Paper proposed the introduction of a Code of Conduct for employees which would form part of the contract of employment. The Code would include observance of core values which would apply to all employees and additional observance of elements of the Code for members which would apply to those employees providing influence and advice to the Council

The committee agreed to support in principle the application of a Code of Conduct for employees as described in the Consultation Paper

## **7 Parish Charter**

The Committee received a copy of a draft Parish Charter produced by South Somerset District Council which set out the way that SSDC saw its relationship with Parish Councils operating.

The Committee offered the following observations

### **Paragraph 3 – Community Strategies and Local Strategic Partnerships**

Whilst it was acknowledged that the Town Council was consulted formally on the Local Development Framework, the District Council was not particularly supportive when the Council sought to promote the Strategic Vision as part of that debate. It was important that Town Council initiated action was given credence by SSDC if a true partnership was to flourish.

### **Paragraph 4 – Local Governance**

It was accepted that all processes needed to address and minimise costs. However in relation to elections, it was more important to encourage participation than to minimise costs and the Committee would therefore wish the principles outlined in paragraph 4.3 to take precedence over sentiments of paragraph 4.2

### **Paragraph 5 – Consultation**

## ILMINSTER TOWN COUNCIL

The Committee was concerned that there should be proper consultation with the Town Council and would therefore wish to see the first sentence of paragraph 5.1 read "SSDC will seek comment from Parish and Town Councils before making a decision which affects the local community." The phrases "aim to" and "the opportunity to comment" are not appropriate. The phrase "on request" should also be removed from the final sentence 5.1

It would also be pointed out that circulation of area committee agenda is not an adequate mechanism for consultation. There are several areas which affect local communities which would be omitted by that strategy, licensing being a prime example.

It is also of paramount importance in a consultative process that Councils are given the time to comment (paragraph 5.8) and the background information to ensure that observations are well informed (paragraph 6.1). In the latter case, the provision of information needs to include any later amendments as well as details which may be restricted for reasons of confidentiality. The Council has perfectly adequate procedures for ensuring that restricted information is handled appropriately

### Paragraph 6 – Information and Complaints

Under paragraph 6.2, if there are to be guidelines for dealing with correspondence then they should be consistent with the phrase "where possible" removed from the final sentence.

### Section 2 Quality Councils

The committee wished to have clarification of this section since the implications are that there is to be a different relationship with Quality Councils. If there is to be a different attitude to service devolution (paragraph 1.2) and "additional provisions" of the Charter (paragraph 1.4) then it needs to be made clear exactly what is meant since this is not a strategy that operated previously.

It would also be helpful to have some response to the Power of Wellbeing legislation that is imminent.

### **8 Opportunity Ilminster**

Cllr Kennedy asked for this item to be deferred

### **9 Notice Board**

The Clerk reported on an email from Mr Ferris regarding the absence of a notice board directing people into town from the Tesco car park. The Mayor indicated that she and the District Councillor had been working on the issue and that there was an opportunity to apply for a grant for the provision of a notice board.

The Committee discussed the provision of a sign that included a map of Ilminster and a list of businesses with an identification key and agreed that funding should be sought.

## ILMINSTER TOWN COUNCIL

### **10 Grants**

The Clerk presented the proposals from the working party which had met on 11 December. The Committee agreed the proposals with the addition at 1(d)(i) of 'or justify why receipts could not be produced'

There was concern that the changes should be properly advertised

### **11 Action Plans**

The Committee received the Action Plan. Councillors asked for updates on various items. The Clerk responded accordingly

### **12 Town Clerk's Report and Correspondence**

(a) The Clerk reported that he had received notification of gully emptying in Whitelackington and Ilminster during December.

(b) The Clerk informed the Committee that double yellow lines were now in place on Station Road.

(c) The Clerk reported that he had received a report from the Police regarding door to door sales and asking home owners to be vigilant over the Christmas period.

(d) The Clerk informed the Committee that the support that the office receives from Edge Designs would now be on line.

### **13 Members Questions**

(a) Cllr Turner asked if a letter of thanks could be sent to Ilminster Carnival Committee for their help with the flooding the previous Saturday.

(b) Cllr Excell asked if information could be obtained on the plan adopted by relevant agencies when such flooding occurred.

(c) Cllr Campbell asked if there was any indication of what had caused the flooding other than the volume of rain

(d) Cllr Miller asked if two items could be addressed at the next Open Spaces meeting (i) drainage on the Recreation Ground and (ii) the state of the path along the canal

The meeting closed at 9.15pm

.....  
Signature

.....  
Date