

Councillors are hereby summoned, and members of the public and press are invited, to attend a meeting of the Full Council to be held on Monday 25 April 2022, starting at 18.45 in the Council Chamber, Town Hall, Market Square, Crewkerne.

Note:

- Members of the public who wish to view the meeting proceedings, either in real time or afterwards, can access the meeting through the following link:
<https://www.youtube.com/channel/UCTA9K-7L4Onjcli2Gtz7tCg>

K. Sheehan, Town Clerk (signed on original)
19 April 2022

Prior to this meeting a minute's silence will be held in memory of Alan Smith (former Crewkerne Town Councillor) and Tony Cooper (Honoured Citizen 2018).

Agenda

Open Forum: Questions may be put to the Council in person during this Public Participation Session of up to 15 minutes and a maximum of 3 minutes per person. Issues notified to the Clerk a minimum of 3 working days before the meeting (i.e., by 5pm on the preceding Wednesday) will receive a response during this session. Issues raised in this session without prior notice may be referred to the Clerk to respond to within 10 working days or listed on a subsequent agenda.

1. To note apologies for absence.
2. Declarations of interest in items on the agenda.
3. To confirm the minutes of the Town Council meeting held on 28 March 2022.
4. To receive reports from the County and District Councillors.
5. Clerk's progress report: to receive an update report (for information).
6. Planning: to consider applications due before the next meeting of Planning and Highways
 - a. 22/00945/REM Crewkerne Key Site 1, Land East Of Crewkerne Between A30 And A356 Yeovil Road, Crewkerne TA18 7HE
Application for approval of reserved matters for appearance, landscaping, layout and scale for Construction Haul Road following outline approval of 05/00661/OUT (Comprehensive mixed-use development for 525 dwellings, employment (B1, B2, B8) primary school, community facilities, playing fields, parkland, P.O.S. structural landscaping and associated infrastructure including link road and highway improvements) as amended by 19/03482/S73 and 21/03005/S73.
 - b. 22/00654/REM Holly Tree Farm, Longstrings Lane, Crewkerne. TA18 7EA
Reserved Matters application for approval of appearance, layout and scale of approval 19/02921/OUT the erection of 2 dwellings.
 - c. 22/00825/HOU 105 Park View, Crewkerne. TA18 8JG


- Erection of single storey side extension to dwelling.
- d. 22/00983/FUL The Workshops, Old Mill Lane, Crewkerne.
New window on 1st Floor, North Elevation, larger window on 1st Floor, South Elevation and provision of a bin store facility.
 - e. 22/00826/HOU 4 Westover View, Brickyard Lane, Crewkerne.
Single storey garage to the front. Single storey extension to the side to form utility and WC. Single storey extension to the rear to form bedroom together with associated internal alterations.
 - f. 22/00817/HOU 47 Thomson Drive Crewkerne Somerset TA18 8AQ
Conversion of loft to include roof window to the front elevation and dormers to the side and rear
8. Finance:
 - a) To approve the accounts for payment for April 2022 as listed.
 - b) To report the bank reconciliation for March 2022 has been completed.
 9. Jubilee celebrations: to receive an update on Platinum Jubilee celebrations and funding.
 10. Junior Aquathon: to consider a request to use Henhayes for a running event on 3rd July 2022.
 11. Market powers: to resolve that Crewkerne Town Council would use Part III of the Food Act 1984 to operate and manage any market.
 12. To receive the following minutes and approve any recommendations contained therein:
 - a) Planning & Highways 14 March 2022.
 13. To receive Matters of Report (for information only).
 14. Next meeting: Annual Town Council, Monday 16 May 2022 at 18.45, Council Chamber, Town Hall.

ACCOUNTS FOR PAYMENT - APRIL 25th 2022

Chq No.	Gross	Vat	Net	Payee	Description
O P Apr 1	£86.40	£14.40	£72.00	Allen Computer Services	Resolve LIC Internet connectivity problems
O P Apr 2	£34.96		£34.96	J.Cowie	Payment of backdated salary uplift
O P Apr 3	£897.00	£149.50	£747.50	Zonkey	Crewkerne Business Group website (Grant Funded)
O P Apr 5	£3,285.30		£3,285.30	SCC Pension Fund	Pension Contributions Mar 22
O P Apr 6	£3,019.32		£3,019.32	HM Revenue & Customs	Tax & NI Contributions Mar 22
O P Apr 7	£800.00		£800.00	Verily Victoria Vocalises	Social Media Management for Town events/businesses (Grant funded)
Transfer	£116.61	£6.03	£110.58	Petty Cash	Sundries
9574	£2,005.00		£2,005.00	Citizens Advice South Somerset	Grant Award 2022/23
9575	£1,500.00		£1,500.00	Crewkerne Heritage Centre	Grant Award 2022/23
9576	£250.00		£250.00	Crewkerne Tea Dance	Grant Award 2022/23
9577	£1,000.00		£1,000.00	Crewkerne in Bloom	Grant Award 2022/23
9578	£1,000.00		£1,000.00	The Shed	Grant Award 2022/23
9579	£2,500.00		£2,500.00	The Henhayes Centre	Grant Award 2022/23
9580	£1,656.00		£1,656.00	Crewkerne Aqua Centre	Grant Award 2022/23
9581	£750.00		£750.00	Rotary Club of Crewkerne	Grant Award 2022/23
9582	£475.00		£475.00	Severalls War Memorial Garden	Grant Award 2022/23
9583	£500.00		£500.00	The Speedwell Club	Grant Award 2022/23
9584	£1,000.00		£1,000.00	Crewkerne Boxing Club	Grant Award 2022/23
9585	£750.00		£750.00	Merriott Majorettes	Grant Award 2022/23
O P Apr 8	£250.00		£250.00	Jackdaws Music Education	Grant Award 2022/23
O P Apr 9	£215.46	£35.91	£179.55	Prism	Stationery/Toilet roll
O P Apr 10	£57.83	£9.64	£48.19	Screwfix Direct Ltd	Grounds PPE/Cleaning Sign
O P Apr 10a	£110.00		£110.00	Boomerang Cleaning Services	Window cleaning
O P Apr 11	£20.00		£20.00	Somerset Association of Local C	Elections training - TC
O P Apr 12	£1,466.50		£466.50	M C Commercial Cleaning	Cleaning March 22
O P Apr 13	£65.40	£10.90	£54.50	Paperchase Recycling	Cemetery general waste collection Mar 22
O P Apr 13	£96.00	£16.00	£80.00	Paperchase Recycling	GRC general waste collections Feb/Mar 22
O P Apr 14	£552.41	£92.07	£460.34	SSDC	Litter pickers/bin bags
O P Apr 15	£252.00	£42.00	£210.00	Fern Garden Tree Services	Wood chip
O P Apr 15	£1,674.00	£279.00	£1,395.00	Fern Garden Tree Services	Cemetery grass cutting/grounds maint
O P Apr 16	£1,363.92		£1,363.92	Active Learning & Skills	Provision of Youth Service Mar 22
O P Apr 17	£60.00		£60.00	CUDOS	Sound system use for CTC events
O P Apr 18	£3,414.46	£569.08	£2,845.38	Linen Yard Investments (Crewkerne)	Grounds workshop rent 25/3 - 24/6/22/Gas charges
O P Apr 19	£2,880.00	£480.00	£2,400.00	Allen Computer Services	Annual Support Plan
O P Apr 20	£64.36	£1.86	£62.50	P.Hewitt	Reimbursement for Honoured Citizen event
O P Apr 21	£161.11		£161.11	Parkland Property Services	GRC toilet repairs
O P Apr 22	£79.20	£13.20	£66.00	Ocean Fire & Security	GRC Monthly Fire/Intruder/CCTV
O P Apr 23	£95.00		£95.00	ICCM	Cemetery Management subscription
9586	£14.85		£14.85	Jay M	Travel Expenses
DD21	£83.50	£3.98	£79.52	British Gas Business	Electricity Happy Vallley floodlights 18/2 - 18/3/22
DD47	£21.58	£3.60	£17.98	Biffa	Grounds maint skip hire Mar 22
DD17a	£56.81	£2.71	£54.10	Edf Energy 1 Ltd	Electricity Street Lighting Happy Valley 1/1 - 31/3/22
DD42	£82.96	£3.95	£79.01	SSE	Cemetery Chapel electricity 16/11 - 22/3/22
DD49	£0.60	£0.10	£0.50	The Business	Fuel card charge Mar 22
DD33 C.Card	£9.98	£1.67	£8.31	Amazon Marketplace	Key tags
DD6	£552.00	£92.00	£460.00	PHS Group	GRC Sanitary Disposal
DD6	£110.40	£18.40	£92.00	PHS Group	Town Hall Sanitary Disposal
DD33 C.Card	£300.00	£50.00	£250.00	SSDC	Car Park Season parking permits
DD51	£719.50		£719.50	SSDC	Rates GRC Apr 22
DD13	£1,371.52		£1,371.52	Royal & Sun Alliance	Insurance Apr 22
DD46	£104.88	£17.48	£87.40	Somerset Web Services Ltd	Email hosting Apr 22
DD11	£548.00		£548.00	SSDC	Rates Grounds Workshop Apr 22
DD2	£1,071.50		£1,071.50	SSDC	Rates Town Hall/Victorial Hall Apr 22
DD20	£322.60		£322.60	SSDC	Rates Cemetery Chapel Apr 22
DD55	£173.03		£173.03	SSDC	Council Tax Cemetery Lodge Apr 22
DD53	£23.60	£3.93	£19.67	O2	Mobile WIFI Mar 22
O P Apr 24	£1,841.95	£306.99	£1,534.96	Gazeboshop	Market gazebos with weights x 3
O P Apr 25	£179.22	£29.87	£149.35	Dantek Environmental Services (C	GRC Quarterly water monitoring
DD43	£13.75		£13.75	Lloyds Bank	Bank charges Mar 22
DD31	£7.26	£1.21	£6.05	Iris Business Software Ltd	Payroll payslips software Mar 22
DD31	£51.34	£8.55	£42.79	Iris Business Software Ltd	Payroll remote hosting Apr 22

Signed:.....Date:.....

ACCOUNTS FOR PAYMENT - APRIL 25th 2022

DD57	£184.93	£30.82	£154.11	British Telecom	GRC Telephone & Broadband Apr 22
DD26	£268.98	£44.83	£224.15	British Gas Business	Gas Town Hall 2/3 - 1/4/22
DD27	£199.15	£9.48	£189.67	E. O N	Electricity Victoria Hall Mar 22
DD50	£461.61	£76.93	£384.68	British Gas Business	Electricity GRC Mar 22
DD30	£680.68	£113.45	£567.23	British Gas Business	Electricity Public Toilets 9/2 - 12/4/22
DD48	£11.99	£0.57	£11.42	E. O N	Electricity Grounds Workshop Mar 22
DD22	£6.82	£0.32	£6.50	British Gas Business	Gas Victoria Hall 14/2 - 12/4/22
DD52	£319.79	£53.30	£266.49	Gamma	Telephone & Broadband Apr 22
DD9	£32.80	£5.47	£27.33	Southern Communications	Mobile Phones Apr 22
DD44	£245.11		£245.11	Everflow	Water Rates May 22
	£8,172.13		£8,172.13	Telepay	Salaries April 2022
Total	£52,748.06	£2,599.20	£49,148.86		
				Checked by: 	Date: 20/4/2022

Signed:.....Date:.....

CREWKERNE TOWN COUNCIL BANK RECONCILIATION AS AT 31/03/2022			
	Cash in Hand 01/04/2021		£203,093.47
	ADD		
	Receipts 01/04/2021 - 31/03/2022		£578,362.93
	SUBTRACT		
	Payments 01/04/2021 - 31/03/2022		£614,886.07
A	CASH IN HAND 31/03/22 (per Cash Book)		£166,570.33
	Cash in Hand per Bank Statements 31st March 2022		
	LLOYDS - Business Call Account	£116,447.43	
	LLOYDS - Current Account	£50,097.90	
	LLOYDS - 32 Day Notice Account	£0.00	
	GRC Bar Cash Float	£0.00	
	Petty Cash	£0.00	
	Wednesday Market Cash Float	£25.00	
			£166,570.33
	Less unrepresented cheques		
			£0.00
	Plus unrepresented receipts		
B	ADJUSTED BANK BALANCE		£166,570.33
	A = B Checks out OK		
	Town Clerk: <i>D. Sheehan</i>		
	Date: <i>8th April 2022</i>		
	Checked by: <i>[Signature]</i>		
	Date: <i>20/4/2022</i>		

Full Council Monday 25 April 2022

Agenda Item 11

Background: The report below was noted at the March meeting of Crewkerne Town Council. Councillors asked for the item to be brought back to the April meeting for formal resolution regarding the use of part III of the Food Act 1984.

Original report: South Somerset District Council engaged the National Association of British Market Authorities (NABMA) to provide support to Local Councils in respect of the provision of markets in the area. Crewkerne was one of the towns benefitting from the support.

The project was to provide advice and help on market operational issues, polices and procedures and all relevant aspect of market law.

Crewkerne had the benefit of a Royal Charter but the details of the charter are unclear.

NABMA's advice was to use the Royal Charter as a focal point of the market, celebrating history and a Royal connection but the Council should make a declaration that Part III of the Food Act 1984 would be used to operate and manage any market. Part III was the modern statutory framework for markets.

Using Part III would enable Crewkerne Town Council to hold a market on any day of the week and stipulate the hours that it be held. It would also provide a statutory basis for market charges.

The Council, if in agreement, should declare that in respect of any market event, the powers contained in Part III would be used as appropriate.

Part III does not include road closures.

This work is being funded through The Welcome Back Fund.

Recommendation: to resolve that, in the future, markets organised by the Town Council will be operated under Part III of the Food Act 1984 (the modern statutory framework for markets).