



CREWKERNE TOWN COUNCIL

TOWN HALL
MARKET SQUARE
CREWKERNE
SOMERSET TA18 7LN
TEL: 01460 74001

Email: towncouncil@crewkerne-tc.gov.uk

Councillors are hereby summoned and members of the press and public are invited to attend a meeting of the **Full Council** to be held on **Monday 24 January 2022**, starting at **18.45** in the Beech Suite, George Reynolds Centre, 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>
- **Face coverings must be worn unless medically exempt**

K. Sheehan, Town Clerk
18th January 2022

A G E N D A

1. **To note apologies for absence**
2. **Open Forum:** Questions may be put to the Council during this Public Participation Session of up to 15 minutes and a maximum of 3 minutes per person. Issues received by 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.
3. **To confirm the minutes of the Town Council Meeting** held on 13th December 2021.
4. **Declarations of interest** in items on the agenda.
5. **To receive reports from the County and District Councillors.**
6. **Clerk's progress report:** to receive an update report (for information).
7. **Planning:** to consider the following applications requiring observations before the next Planning and Highways Committee meeting:
 - a) **21/03651/LBC – Lloyds Bank Plc, 37 Market Square, Crewkerne.** Removal of external signage and an external ATM.
8. **Finance:**
 - a) To approve the accounts for payment for January 2022 as listed.
 - b) To report the bank reconciliation for December 2021 has been completed.
 - c) To approve the recommendation of the Policy & Resources Committee for grant awards for 2022/23.
 - d) To approve the recommendation of the Policy & Resources Committee for the setting of the budget for 2022/2023.
 - e) To approve the overall Precept for 2022/23.
9. **Website:** To receive an update on the new website.
10. **Newsletter:** To approve the draft newsletter for printing and distribution.
11. **Town Hall replacement boiler:** To consider a quotation received for a replacement boiler.

- 12. Henhayes football pitch:** To consider whether to enter into a pitch maintenance agreement with Crewkerne Rangers FC to support their application for funding.
- 13. To receive Committee and Working Group minutes and approve any recommendations contained therein:**
 - a) Joint Burial Committee held on 7 December 2021
 - b) Planning & Highways Committee held on 13 December 2021 and 10 January 2022
 - c) Policy & Resources Committee held on 10 January 2022
 - d) Amenities Committee held on 10 January 2022
- 14. To receive Matters of Report** (for information only).
- 15. Next meeting** on Monday 28 February 2022, 18.45.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 s 1(2), to resolve that the press and members of the public be excluded from following items having regard to the confidential issues to be discussed.

Confidential Session: Exclusion of the Press & Public – Staffing and Contractual Matters

towncouncil@crewkerne-tc.gov.uk

From: PlanningTechnicalAdmin <PlanningTechnicalAdmin@SouthSomerset.Gov.Uk>
Sent: 05 January 2022 13:48
To: Towncouncil@crewkerne-tc.gov.uk
Subject: SSDC Planning Consultation 21/03651/LBC Lloyds Bank Plc, 37 Market Square, Crewkerne



South Somerset District Council

Development Management
The Council Offices, Brympton Way, Yeovil,
Somerset, BA20 2HT
Telephone: (01935) 462462
Website: www.southsomerset.gov.uk

Mr Peter Davidson (Crewkerne T.C.)

Towncouncil@crewkerne-tc.gov.uk

PARISH/TOWN COUNCIL CONSULTATION

Date 5 January 2022

APPLICATION NO. **21/03651/LBC** APPLICANT **Mr Mark Lickley**
PROPOSAL: **Removal of external signage and an external ATM**
LOCATION: **Lloyds Bank Plc 37 Market Square Crewkerne TA18 7LR**

South Somerset District Council is obliged to consult Town/Parish Councils as statutory consultees. You are not obliged to respond but if you wish your comments to be taken into account please follow the instructions below.

Documents relating to this application can be viewed on our website, enter **21/03651/LBC** on the [planning search](#) page on our website.

Your observations on this proposal should be emailed to us by **26 January 2022** to planning@southsomerset.gov.uk

In order to support efficient decision making please ensure you respond by the date above. Extensions to this timescale will rarely be granted, but if you have any difficulty in meeting this timescale please contact planning@southsomerset.gov.uk as soon as you receive this consultation. If you cannot meet the deadline then your comments may not be taken into account.

Please quote the planning application reference **21/03651/LBC** on all correspondence.

ACCOUNTS FOR PAYMENT - JANUARY 24th 2022

| Chq No. | Gross | Vat | Net | Payee | Description |
|-------------|-----------|---------|-----------|----------------------------------|---|
| 9572 | £132.00 | | £132.00 | Post Office Ltd | Stamps |
| 9573 | £80.00 | | £80.00 | Drainaway (S.W.) Services | GRC drain unblocking |
| O P Jan 1 | £197.75 | | £197.75 | Creation Generation | Christmas workshop materials |
| O P Jan 2 | £191.19 | | £191.19 | Parkland Property Services | GRC toilet repairs |
| O P Jan 3 | £79.20 | £13.20 | £66.00 | Ocean Fire & Security | Fire/Intruder alarm/CCTV maint Dec 21 |
| O P Jan 4 | £532.20 | £88.70 | £443.50 | Danny Wilkins Ltd | Christmas advent calendar website |
| O P Jan 5 | £44.40 | £7.40 | £37.00 | Paperchase Recycling | Cemetery general waste collection Nov 21 |
| O P Jan 6 | £84.00 | £14.00 | £70.00 | Fence Stores Ltd | Posts for Cemetery flower beds |
| O P Jan 7 | £47.28 | | £47.28 | Fontana J | Expenses |
| O P Jan 8 | £397.94 | £66.32 | £331.62 | Darkin Miller Ltd | Internal Audit fees visit 1 21/22 |
| O P Jan 9 | £399.00 | | £399.00 | SCC Pension Fund | Pension Deficit recharge Dec 21 |
| O P Jan 10 | £129.38 | £21.57 | £107.81 | Loxston Groundcare Ltd | Chainsaw repair |
| O P Jan 11 | £89.28 | £14.88 | £74.40 | Inno Fire & Security | Annual fire extinguisher service |
| O P Jan 12 | £367.00 | | £367.00 | Parkland Property Services | Grounds workshop repair/New bench assembly |
| O P Jan 13 | £385.00 | | £385.00 | Boomerang Cleaning Services | Window Cleaning |
| O P Jan 14 | £108.00 | £18.00 | £90.00 | Britchards | Grounds workshop boiler service |
| O P Jan 15 | £12.84 | | £12.84 | WPS Hallam Insurance Brokers | Insurance |
| O P Jan 16 | £58.65 | £9.77 | £48.88 | Screwfix | Woodscrews/gloves |
| O P Jan 17 | £26.92 | £4.49 | £22.43 | Yarcombe Woodland Products | Tree stakes |
| O P Jan 17 | £252.00 | £42.00 | £210.00 | Yarcombe Woodland Products | Town Christmas tree |
| O P Jan 17 | £365.59 | £60.93 | £304.66 | Yarcombe Woodland Products | Sleepers for Cemetery flower beds |
| O P Jan 17 | £98.87 | £16.48 | £82.39 | Yarcombe Woodland Products | Timber for Cemetery flower beds |
| DD50 | £592.02 | £98.67 | £493.35 | British Gas | GRC Electricity Nov 21 |
| DD26 | £274.15 | £45.69 | £228.46 | British Gas | Gas Town Hall 2/11 - 1/12/21 |
| DD48 | £36.40 | £1.73 | £34.67 | Eon | Electricity Grounds workshop 1/11 - 30/11/21 |
| DD52 | £317.48 | £52.91 | £264.57 | Gamma Business Comms Ltd | Telephone & broadband Dec 21 |
| DD9 | £32.80 | £5.47 | £27.33 | Southern Communications | Mobile phones Dec 21 |
| DD47 | £20.88 | £3.48 | £17.40 | Biffa | Grounds skip hire Nov 21 |
| DD57 | £168.84 | £28.14 | £140.70 | BT | GRC telephone & broadband Dec 21 |
| DD53 | £21.90 | £3.65 | £18.25 | O2 | Mobile Wifi Nov 21 |
| DD46 | £104.88 | £17.48 | £87.40 | Somerset Web Services Ltd | Email hosting Dec 21 |
| DD49 | £87.27 | £14.54 | £72.73 | The Business | Fuel Nov 21 |
| DD43 | £14.19 | | £14.19 | Lloyds Bank | Bank charges Nov 21 |
| DD31 | £7.26 | £1.21 | £6.05 | Iris Business Software Ltd | Payroll payslips software Nov 21 |
| O P Jan 18 | £105.60 | £17.60 | £88.00 | Paperchase Recycling | GRC general waste collection |
| O P Jan 19 | £1,363.92 | | £1,363.92 | Active Learning & Skills | Provision of Youth Service Dec 21 |
| O P Jan 20 | £150.00 | £25.00 | £125.00 | Asbestos Somerset Ltd | Cemetery lodge asbestos removal |
| O P Jan 21 | £179.22 | £29.87 | £149.35 | Dantek Environmental Services (I | GRC water monitoring |
| O P Jan 22 | £246.00 | £41.00 | £205.00 | Poole. H | Grounds workshop light repairs |
| O P Jan 23 | £3,225.50 | £537.58 | £2,687.92 | Linen Yard Investment | Grounds worksop rent/gas charges |
| O P Jan 24 | £69.60 | | £69.60 | James Hardware | Sundries |
| O P Jan 25 | £488.00 | | £488.00 | Ana Collingridge | Promotion of Christmas advent calendar |
| O P Jan 26 | £45.60 | £7.60 | £38.00 | Paperchase Recycling | Cemetery general waste disposal Dec 21 |
| O P Jan 27 | £415.00 | | £415.00 | Parkland Property Service | Cemetery lodge gutter clearance/Chapel downpipes |
| O P Jan 28 | £79.20 | £13.20 | £66.00 | Ocean Fire & Security | Fire/intruder alarm/CCTV maint Jan 21 |
| O P Jan 29 | £167.95 | £27.99 | £139.96 | Wetandforget.Co.Uk | Surface cleaner |
| O P Jan 30 | £3,060.65 | | £3,060.65 | SCC Pension Fund | Pension Contributions Dec 21 |
| O P Jan 31 | £2,753.55 | | £2,753.55 | HM Revenue & Customs | Tax & NI Contributions Dec 21 |
| DD33 C.Card | £18.98 | £3.16 | £15.82 | Amazon Marketplace | Flood barrier for Town Clerk's office door |
| DD13 | £1,371.52 | | £1,371.52 | Royal and Sun Alliance | Insurance Jan 22 |
| DD20 | £319.00 | | £319.00 | SSDC | Rates Cemetery Chapel Jan 22 |
| DD2 | £1,073.00 | | £1,073.00 | SSDC | Rates Town Hall Jan 22 |
| DD55 | £170.00 | | £170.00 | SSDC | Council Tax Cemetery Lodge Jan 22 |
| DD51 | £724.00 | | £724.00 | SSDC | Rates GRC Jan 22 |
| DD11 | £549.00 | | £549.00 | SSDC | Rates Grounds Workshop Jan 22 |
| DD33 C.Card | £22.65 | £3.77 | £18.88 | Amazon Marketplace | Electric heater for office |
| DD22 | £9.76 | £0.46 | £9.30 | British Gas Business | Gas Victoria Hall 7/11 - 7/12/21 |
| DD33 C.Card | £75.00 | £12.50 | £62.50 | SSDC | Car park season ticket 29/12/21 - 28/3/22 SC |
| DD44 | £220.69 | | £220.69 | Everfow Ltd | Water rates Jan 22 |
| DD23 | £248.44 | £41.41 | £207.03 | British Gas Business | Electricity Town Hall 20/11 - 20/12/21 |
| DD21 | £73.01 | £3.48 | £69.53 | British Gas Business | Electricity Happy valley floodlights 18/11 - 18/12/21 |
| DD33 C.Card | £20.00 | | £20.00 | British Gas Business | Cemetery Lodge electric meter top up |

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

ACCOUNTS FOR PAYMENT - JANUARY 24th 2022

| | | | | | |
|-------------|------------|-----------|------------|----------------------------------|--|
| DD17b | £12.08 | £0.58 | £11.50 | Edf Energy 1 Ltd | Electricity Street lighting Henhayes 21/11 - 21/12/21 |
| DD47 | £371.84 | £61.97 | £309.87 | Biffa | Grounds Maintenance skip exchange |
| DD46 | £104.88 | £17.48 | £87.40 | Somerset Web Services Lrd | Email hosting Jan 22 |
| DD9 | £80.41 | £13.40 | £67.01 | The Business | Fuel Dec 21 |
| DD57 | £168.84 | £28.14 | £140.70 | British Telecom | GRC Telephone & broadband Jan 22 |
| DD17c | £39.84 | £1.90 | £37.94 | Edf Energy 1 Ltd | Electricity Street lighting Middle Path 21/9 - 21/12/21 |
| DD33 C.Card | £288.58 | £48.10 | £240.48 | Honey Brothers Ltd | Chainsaw PPE |
| DD31 | £14.52 | £2.42 | £12.10 | Iris Business Software Ltd | Payroll Auto enrolment software Nov 21 |
| O P Jan 32 | £84.00 | £14.00 | £70.00 | Fence Stores Ltd | Angle iron posts for Public Toilet flower beds |
| O P Jan 33 | £1,285.00 | | £1,285.00 | M C Commercial Cleaning | Cleaning Dec 21 |
| O P Jan 34 | £399.00 | | £399.00 | SCC Pension Fund | Pension deficit recharge Jan 22 |
| O P Jan 35 | £103.36 | £17.23 | £86.13 | Prism | Stationery/Paper roll |
| O P Jan 35 | £5.09 | £0.85 | £4.24 | Prism | Stationery |
| O P Jan 35 | £7.02 | £1.17 | £5.85 | Prism | Batteries |
| O P Jan 36 | £81.98 | £13.66 | £68.32 | Screwfix Direct Ltd | Sundries |
| O P Jan 37 | £43.21 | £4.59 | £38.62 | Sheehan, Katharine | Heater for office/sundries |
| O P Jan 38 | £166.80 | £27.80 | £139.00 | British Red Cross Society | First Aid course grounds staff |
| O P Jan 39 | £414.00 | £69.00 | £345.00 | Altegra Integrated Solutions Ltd | Hire of cherry picker for Christmas lights removal |
| O P Jan 40 | £150.00 | £25.00 | £125.00 | Asbestos Somerset Ltd | Removal of asbestos Cemetery Lodge |
| O P Jan 41 | £372.00 | £62.00 | £310.00 | Fern Garden Tree Services | Cemetery grass cutting 22/12/21 |
| DD43 | £16.72 | | £16.72 | Lloyds Bank | Bank charges Dec 21 |
| DD17a | £57.25 | £2.73 | £54.52 | Edf Energy 1 Ltd | Electricity Street lighting Happy Valley 1/10 - 31/12/21 |
| DD53 | £21.90 | £3.65 | £18.25 | O2 | Mobile Wifi charges Dec 21 |
| DD31 | £7.26 | £1.21 | £6.05 | Iris Business Software Ltd | Payroll payslips software Dec 21 |
| DD30 | £71.04 | £3.38 | £67.66 | British Gas Business | Electricity Public Toilets 24/11 - 28/12/21 |
| DD50 | £463.95 | £77.32 | £386.63 | British Gas Business | Electricity GRC 1/12 - 31/12/21 |
| DD26 | £46.99 | £2.23 | £44.76 | British Gas Business | Gas Town Hall 2/12/21 - 1/1/22 |
| DD33 C.Card | £48.00 | £8.00 | £40.00 | Amazon Marketplace | Grounds staff mobile phone |
| DD44 | £307.06 | | £307.06 | Everfow Ltd | Water rates Feb 22 |
| DD27 | £353.37 | £16.83 | £336.54 | E. O N | Electric Town Hall 9/10 - 31/12/21 |
| DD48 | £35.71 | £1.70 | £34.01 | E. O N | Electric Grounds workshop 1/12 - 31/12/21 |
| DD25 | £32.80 | £5.47 | £27.33 | Southern Communications | Mobile phones Jan 22 |
| DD52 | £319.79 | £53.30 | £266.49 | Gamma Business Communication | Telephone & broadband Jan 22 |
| O P Jan 42 | £9.75 | £0.46 | £9.29 | British Gas Business | Gas Cemetery Lodge 19/11 - 18/12/21 |
| O P Jan 43 | £78.00 | £13.00 | £65.00 | Allen Computer Services | New printer set up |
| O P Jan 44 | £175.00 | | £175.00 | Parkland Property Service | Toilet repair/fix blinds |
| O P Jan 45 | £129.32 | £21.55 | £107.77 | Inno Fire & Security | Grounds workshop intruder alarm repair |
| | | | | | |
| | £9,478.48 | | £9,478.48 | Telepay | Salaries December 21 |
| | £9,280.71 | | £9,280.71 | Telepay | Salaries January 22 |
| | | | | | |
| | | | | | |
| Total | £48,126.95 | £2,035.45 | £46,091.50 | | |

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

| CREWKERNE TOWN COUNCIL | | | |
|---|---|-------------|--------------------|
| BANK RECONCILIATION AS AT 31/12/2021 | | | |
| | Cash in Hand 01/04/2021 | | £203,093.47 |
| | ADD | | |
| | Receipts 01/04/2021 - 31/12/2021 | | £534,438.80 |
| | SUBTRACT | | |
| | Payments 01/04/2021 - 31/12/2021 | | £421,133.80 |
| A | CASH IN HAND 31/12/21 | | £316,398.47 |
| | (per Cash Book) | | |
| | Cash in Hand per Bank Statements 31st December 2021 | | |
| | LLOYDS - Business Call Account | £266,328.47 | |
| | LLOYDS - Current Account | £50,000.00 | |
| | LLOYDS - 32 Day Notice Account | £0.00 | |
| | GRC Bar Cash Float | £0.00 | |
| | Petty Cash | £125.00 | |
| | Wednesday Market Cash Float | £25.00 | |
| | | | £316,478.47 |
| | Less unrepresented cheques | | |
| | 9573 | £80.00 | |
| | | | £80.00 |
| | Plus unrepresented receipts | | |
| B | ADJUSTED BANK BALANCE | | £316,398.47 |
| | A = B Checks out OK | | |

| PRECEPT 2022/23 SUMMARY PAGE | 21/22 Precept | | | 2022/23 Precept | | | Comments |
|--|----------------|---------------|----------------|-----------------|---------------|----------------|---|
| | Expenditure | Income | Net Cost | Expenditure | Income | Net Cost | |
| SALARIES | 203,603 | 0 | 203,603 | 203,199 | 0 | 203,199 | |
| ADMIN | 47,780 | 750 | 47,030 | 55,650 | 30 | 55,620 | |
| TOWN HALL AND VIC. HALL | 30,022 | 2,050 | 27,972 | 40,094 | 8,050 | 32,044 | |
| GROUNDS MAINTENANCE | 39,649 | 6,523 | 33,126 | 40,049 | 2,503 | 37,546 | |
| WAR MEMORIAL GROUNDS | 3,000 | 50 | 2,950 | 8,550 | 3,500 | 5,050 | |
| CEMETERY | 42,906 | 19,300 | 23,606 | 53,457 | 28,992 | 24,465 | |
| AQUA CENTRE | 500 | 0 | 500 | 500 | 1,000 | -500 | |
| GRC | 32,750 | 11,000 | 21,750 | 46,430 | 13,000 | 33,430 | |
| GRANTS | 13,000 | | 13,000 | 13,979 | | 13,979 | |
| YOUTH PROVISION | 11,000 | | 11,000 | 17,492 | | 17,492 | Actual cost of youth provision in 21/22 £16,367 (£11k budget + £5,367 from EMR) |
| PUBLIC TOILETS | 42,500 | | 42,500 | 9,100 | | 9,100 | |
| PROJECTS | 0 | | 0 | 21,100 | | 21,100 | |
| EVENTS | 13,000 | 0 | 13,000 | 14,000 | 0 | 14,000 | |
| SUB TOTALS | 479,710 | 39,673 | 440,037 | 523,600 | 57,075 | 466,525 | |
| AMOUNT TO COLLECT FROM CREWKERNE COUNCIL TAX PAYERS | | | 440,037 | | | 466,525 | |
| TAX BASE | | | 2,468.22 | | | 2,456.25 | Tax base now clarified by SSDC |
| Equivalent Band D charge | | | £178.28 | | | £189.93 | |
| % change compared to previous precept | | | 4.5% | | | 6.0% | |
| £ change in Band D charge | | | £9.52 | | | £11.65 | |
| % change in Band D charge | | | 5.6% | | | 6.5% | |

Signed

Date

Grant Awards 2022/23
Recommendations of the Policy & Resources Committee

| ORGANISATION/COMMUNITY GROUP | REQUESTED | RECOMMENDED AWARD |
|---|------------------|--------------------------|
| Citizens Advice South Somerset | £2,005 | £2,005 |
| Crewkerne & District Museum & Heritage Centre | £1,500 | £1,500 |
| Crewkerne Tea Dance Group | £250 | £250 |
| Crewkerne in Bloom | £1,000 | £1,000 |
| Crewkerne Shed | £1,000 | £1,000 |
| Crewkerne Aqua Centre | £1,656 | £1,656 |
| Henhayes Community Centre | £2,500 | £2,500 |
| Rotary Club of Crewkerne & District | £750 | £750 |
| Severalls War Memorial Gardening Group | £818 | £818 |
| The Speedwell | £1,000 | £500 |
| Crewkerne Boxing Club | Any | £1,000 |
| Merriott Majorettes | £500-£1,000 | £750 |
| Jackdaws Music Education Trust | £250 | £250 |
| TOTAL | | £13,979 |