

CREWKERNE TOWN COUNCIL

Minutes of a meeting of CREWKERNE TOWN COUNCIL held in the Council Chamber on Monday 25th October 2021 at 6.45 p.m.

PRESENT

Cllrs. K. Head (Chair), T. Bond, B. Hodgson, R. Pailthorpe, and A. Samuel.

In Attendance

Town Clerk K. Sheehan, Deputy Clerk L. Gowers, and four members of the public.

Prior to the start of the meeting a minute's silence was held in memory of former Councillor and Mayor of Crewkerne, Geoff Clarke.

111 **21/22** **TO NOTE APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs. Aslett, Best and Stuart (work commitments); Cllrs. Roberts & Roundell Greene (unwell), and Cllrs. Cottle and Wakeman (personal).

112 **21/22** **OPEN FORUM**

A member of the public provided a comprehensive update on the Ecologist's report which had been commissioned and relied upon in the Kithill planning application. She reported that:

- A formal complaint had been raised to the Chartered Institute of Ecology and Environmental Management (CIEEM) in respect of the report;
- A professional conduct hearing had subsequently taken place and found that there had been a breach of CIEEM standards on various grounds, including applying objectivity, accuracy and impartiality to information and professional advice provided, including having regard to technical guidance, standards and complying with the law.

She requested that the Town Council give consideration to writing to the District Council on this matter, to ascertain how the application was permitted to proceed with a report which did not meet CIEEM standards, and to request that any future Reserved Matters applications are not permitted to rely on the report.

Cllr. Head thanked the member of the public for the considerable amount of work she had undertaken in this matter.

A member of the public representing Crewkerne Christmas Committee provided an update on preparations for this year's Christmas events, noting that they were short of volunteers, especially those able to help with climbing ladders to install the small trees around the town centre. Anyone able to assist was asked to contact the Deputy Clerk at the Town Council offices.

113 **21/22** **MINUTES**

The minutes of the meeting held on 27 September were AGREED.

114 **21/22** **DECLARATIONS OF INTEREST** **in items on the agenda**

None relating to the items in public session. Cllrs. Head and Pailthorpe indicated they would declare interests relating to confidential items after the public session finished.

115 **TO RECEIVE REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

21/22

County Council

None.

District Council

Cllrs. Pailthorpe and Hodgson reported that a planning application in Misterton for 8 dwellings had recently been turned down at appeal.

116 **CLERK'S PROGRESS REPORT**

21/22

The Clerk reported that:

- No further updates on the proposal to bring elections forward by one year to 2022 had been received from Somerset County Council;
- Name plates had been purchased and were being made up to better identify councillors and staff in public meetings.

117 **FINANCE**

21/22

a. To approve the accounts for payment as listed

The Clerk reported that Cllr. Wakeman had verified the accounts for payment in accordance with the Council's Financial Regulations. Accounts for payment for 25th October 2021 in the sum of £69,047.07 were APPROVED.

b. To report the bank reconciliation for September 2021 has been completed

The Clerk reported that Cllr. Wakeman had verified the bank reconciliation for September 2021. It was noted that cash in hand as of 30 September 2021 was £431,658.41.

c. To receive the second quarter income and expenditure report

Noted, no queries raised.

d. To receive a report on the current status of Earmarked Reserves and forecast year end balances

Noted, no queries raised.

e. To note the external audit for 2020/21 has been concluded with no matters of concern raised

Noted, no queries raised.

118 **NEIGHBOURHOOD PLAN 'KICK OFF'**

21/22 To receive an update from the Clerk

The Clerk reported that an initial meeting to progress the proposed Neighbourhood Plan had been arranged for 16th November, and that representative of the Town Council, Business Group, ABCD and Space4Crewkerne had confirmed that they would attend.

119 **WEBSITE**

21/22

To receive an update on the new Town Council website

Deferred until Cllr. Roberts available to provide update.

120 **LIGHTING UP**

21/22 To consider a quote for road closures and event signage

A previously circulated quote was considered, provided by the company who had previously managed the event and were familiar with the requirements of the evening. It was AGREED to accept this quote.

121 **QUEEN'S PLATINUM JUBILEE 2022**

21/22 To consider how to mark the Platinum Jubilee

After some discussion, Councillors asked the Deputy Clerk to investigate the possibility of organising a fete with local bands, fireworks, rides and other entertainments.

122 **APPROVAL OF DRAFT NEWSLETTER**

21/22 To approve the draft of the November quarterly newsletter

The draft newsletter previously circulated was AGREED without change.

123 **AMENDMENT TO STANDING ORDERS**

21/22 To agree a recommendation from Policy & Resources Committee regarding procedures in public sessions at council meetings and retention of YouTube recordings

Councillors considered an amendment to Standing Orders to improve procedures in council meetings, also to remove YouTube footage as the formal minutes of each meeting were agreed and signed. The amendments were AGREED.

124 **TO RECEIVE COMMITTEE AND WORKING GROUP MINUTES**

21/22 a. Minutes of the Policy & Resources Committee held on 11 October 2021
Noted.

b. Minutes of the Planning & Highways Committee held on 11 October 2021
Noted.

125 **COUNCIL SURGERIES & COFFEE WITH COUNCILLORS**

21/22 To receive feedback from recent events and confirm future attendance and dates

Cllr. Pailthorpe reported that a recent surgery had taken place and some casework identified. The next surgery was scheduled for Saturday 20th November, and a Coffee with Councillors event scheduled for 3rd December (venue tbc).

126 **TO RECEIVE MATTERS OF REPORT**

21/22

Cllr. Bond reported that residents and businesses had been raising concerns following the recent news regarding the planned closure of Lloyds bank in Crewkerne. Cllrs. agreed that this would present difficulties for elderly, non drivers, businesses and many others and it was AGREED that the Clerk should prepare a letter to the CEO of Lloyds highlighting these issues.

127 **DATE OF THE NEXT MEETING**

21/22

Monday, 29 November 2021, 6.45pm in the Council Chamber.

It was AGREED that in view of the confidential nature of the business about to be transacted it was advisable that the public and press be excluded and were instructed to withdraw.

CONFIDENTIAL SESSION – CONTRACTUAL MATTERS

128 **INITIAL ASSESSMENT OF GRANT APPLICATIONS RECEIVED**

21/22

Councillors noted a summary of grant applications received.

129 **REQUEST FOR VARIATION OF CONTRACTUAL TERMS**

21/22

Councillors considered a request for a variation of contract held with the Council but it was AGREED that the existing contractual terms should stand.

130 **CONSIDERATION OF CEMETERY ACCESS INFORMATION**

21/22

Information was noted and formal comment would be provided by the Joint Burial Committee.

131 **UPDATE ON FALKLAND SQUARE TOILETS REFURBISHMENT**

21/22

The Clerk provided an update on the planned refurbishment of Falkland Square toilets, noting that the contractors thought they were close to agreeing a start date.

The meeting closed at 8.00 p.m.

Signed:

Dated: