

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 26 September 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)  
20 September 2022

## Agenda

### ***A one-minute silence will be held in memory of HM Queen Elizabeth II***

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 meetings held on 25 July 2022 and 8 August 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:
  - a. To consider applications due before the next meeting of Planning and Highways (as per the attached list).
  - b. To approve final response from Crewkerne Town Council to the Local Planning Authority (LPA) in respect of 22/01908/REM Land South of Kithill.
- 7) Finance:
  - a. To approve the accounts for payment for August and September 2022 as listed.
  - b. To report the bank reconciliation for August 2022 has been completed.
  - c. To approve a recommendation from Policy & Resources Committee to pay a grant to Crewkerne Wellbeing CIC.
  - d. To consider a proposal in respect of rents and hire charges in readiness for forthcoming budget deliberations.
- 8) Barn Street: to receive an update following conclusion of consultation and determine next steps.

- 9) Warm Hubs: to consider the provision of 'warm hubs' in Crewkerne.
- 10) Newsletter: to approve the draft of the autumn edition of the quarterly newsletter.
- 11) Local Government Reorganisation: to consider a response to the consultation on Local Community Networks.
- 12) UK Shared Prosperity Fund – to receive an update from County Councillors.
- 13) "Christmas Committee"/banking arrangements: to receive an update from the Deputy Clerk.
- 14) Christmas event arrangements:
  - a) To consider a quote for the installation of Christmas lights.
  - b) To consider a quote for the Christmas road closure operation.
15. To receive the following minutes and approve any recommendations contained therein:
  - a. Planning & Highways Committee 11 July 2022
  - b. Reports from Town Council representatives to outside bodies
16. To receive Matters of Report (for information only).
17. Next meeting: Monday 24 October 2022 at 18.45, Council Chamber, Town Hall.

*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 matter

18. Staffing Committee: to consider a recommendation from the Staffing Committee and confirm minutes of the meeting held on 23 September 2022.

CREWKERNE TOWN COUNCIL  
Planning applications  
Full Council - Monday 26 September 2022

- 22/01908/REM Land South Of KitHill Crewkerne Somerset  
Reserved Matters Application (Phase 1) for the appearance, layout, landscaping, and scale pursuant to outline planning permission 18/01737/OUT for 89 homes, public open space and local equipped area of play, including part discharge of conditions 06 (construction traffic management plan), 07 (written scheme of investigation), 08 (foul & surface water drainage) and 09 (internal ground floor levels), also of planning consent 18/01737/OUT (Allowed on Appeal)
- 22/01684/FUL Crewkerne Key Site 1 Land East Of Crewkerne Between A30 And A356  
Yeovil Road Crewkerne Somerset TA18 7HE  
Full application for the installation of an electricity substation.
- To Note:  
22/02478/DOC1 Land South Of KitHill Crewkerne Somerset  
Part Discharge of Conditions No.6 (Construction Traffic Plan), No.8 (Water Drainage), No.9 (Internal Ground Levels) and Full Discharge of Condition of No.7 (Scheme of Investigation) on Planning Application 18/01737/OUT.

## **Kithill Reserved Matters 22/01908/REM**

Crewkerne Town Council have reviewed this application and would like to make the following comments:

### Infrastructure:

- The town has a shortage of GPs, and the current surgery cannot manage patients from an additional 150 homes.
- The NHS Development Team have not commented. Have they been consulted?
- The town's roads are very busy, especially Kithill and Cathole Bridge Road. The traffic survey that the developer referred to was undertaken during the Covid lockdown and was not therefore, a true picture of vehicles using those roads.
- The Cole Easdon transport plan notes 450 vehicle movements per day. This was based on information from the 2011 census. This statistic would now be inaccurate due to the age of the census, and it would be likely to double that number
- The Appeal Inspector noted that very few residents of the proposed site would travel in the Exeter direction via Cathole Bridge Road. This showed ignorance by the Inspector as travel to Chard and Ilminster would take traffic in this direction.
- The congestion in the town will be impacted by the construction traffic and the new estate.
- The documents submitted does not show any respect to the existing town, community and environment.
- The school system in Crewkerne has recently moved from a three tier system to a two tier system and it was not yet apparent what effect this will have on existing children in the town and surrounding areas.

### Scale:

- It appears that additional land has been added into the Reserved Matters application; land that was not part of the Outline application. If the Reserved Matters application was passed, would that allow the extra land to be used?
- The proposed housing is too compact.
- Social Housing has been reduced at the top end of the site. Will the developer include the remainder in the second phase?
- The outline approval was for the whole site. Will the second phase be Tillia or a different developer?
- There is not enough 2 and 3 bedroom social housing allocated in the first phase and they are too small and do not meet SSDCs requirements.
- The development application should be for 2.2 Hectares of low density housing only.

### Layout:

- Is there a drainage plan for the whole site?
- The Mains water pipe from Sutton Bingham reservoir is in the middle of the development. The plans do not give enough space either side. There should not be any building near the pipeline.
- The development is 3 metres higher than the existing adjoining properties. The new houses will be overlooking existing properties. The Outline permission included hedgerow planting to shield the existing houses.

- The parking is inadequate on the site. Surrounding roads are full with parked cars evenings and weekends so there is no available space around the proposed site for overflow parking.
- One of the plans shows pedestrian access into Henley View, but the developer does not own that path.
- The roads within the proposed site are too narrow.
- Parking allocation does not adhere to the South Somerset Parking Policy.

#### Access:

- Highways has objected to the junction which would form access to the site. They have suggested a roundabout but there is no space for this to be built.
- Access to the site is at the top of a hill and is too narrow for construction traffic.
- The Construction traffic report shows construction traffic using Hermitage Street which is narrow and has cars parked on one side. Hermitage Street is a high risk road which school children use to get to Maiden Beech School.
- Has any information been given regarding the widening of Cathole Bridge Road and the closure of the Henley Footpath Crossing, over the railway line?
- The Right of Way CH27/21 should be closed or blocked prior to any development. This is an important connection to the Liberty Trail and Monarch Way.

#### Housing Density and Parking:

- The development is too dense, and the parking provision is not compliant with the South Somerset District Council parking formula.
- There are not enough garages included on the site which will push parking on to the roads.
- Tandem driveway parking will also push parking on to the roads.
- There is no allocated visitor parking, which will push more vehicles to park on the road.
- There is no allocated motorbike parking.
- The Compliance Statement by the developer refers to 5.5 Hectares to be developed, however the Outline Design and Access statement refers to 3.8 hectares.
- The Outline approval gave the density of the development as an average of 39 houses per hectare. The Reserved Matters application for phase one has a density of 41.78 per hectare.
- Why has the parking provision been calculated using information for the 2011 census rather than the TA6 policy from South Somerset District Council?

#### Social Housing:

- The intent to include most of the social housing in phase two is not acceptable. Phase two will include 61 properties in total, leaving 32 as social housing. There is concern that the developer will renegotiate and never build the remaining social housing.

#### Size of the Properties:

- The houses and gardens are too small. The development should start with the social housing.
- The developer has agreed that the social housing does not meet current requirements and would re-issue their plans. However, they do not intend to increase the size of the small properties that would be sold.

- There are no 3 storey buildings in the area, and this should not be allowed to go ahead.
- The flats have no amenity space. There should be allocated outside space to dry washing.

#### Environment:

- The houses are not “future proof” against climate change and should have solar panels fitted as standard.
- The biodiversity checklist states that there are no buildings on site. There are derelict barns on site, which are now fenced off. These buildings should be subject to a bat survey.
- The plan shows some retained hedges but not all. Councillors would like to see all hedges properly marked on a submitted plan.
- There is no plan for the open space areas.
- There is a large drop at the end of the proposed phase 2 development, which could be dangerous to children playing.
- The developer should use environmentally friendly building products.
- The Ecology report used for the Reserved Matters application has been discredited and a new report should be undertaken.
- The 106 agreement is based on the discredited ecology report.
- If a report is more than three years old, the developer should carry out a new ecology report.
- The bat and dormouse survey should be interrogated due to the discredited ecology report.
- It is within the power of the LPA to insist on a new ecology report before approval is granted.
- How would residents know how many trees would be removed.
- The area is designated a “sensitive skyline” and can be viewed from the nearby AONB.

#### Phasing:

- There is concern that the phases are not included on one plan. There is a road layout for phase two, and should this Reserved Matters application be approved, the road layout for phase two would be passed. Therefore, there is a request that this planning document is not passed.

#### Layout:

- The roads within the site are not wide enough to assume automatic adoption by SCC Highways. It is vitally important that the roads are adopted by SCC.
- It is important to see the walkways properly shown on the plans.
- It is noted that Wessex Water have not submitted any comments regarding the buffer zone for the mains water pipe.
- The plans show sewerage from the site joining Cowen Close pipes via Kithill Lane. Kithill Lane is not part of the development and owned privately.
- The developers plan made use of the footpath to the station. The footpath includes two stiles and a river crossing.

Phosphates:

- There is an assumption by the developer that the lower field, which was being used as phosphate mitigation had been fully grazed by cattle. This is not the case and therefore the developer is overclaiming on their mitigation strategy.

Deed of Variation:

- The developer has applied for a Deed of Variation and have commented that SSDC had agreed to it. SSDC have not.

**This application will have a significant detrimental effect on the landscape and environment, including protected species and is not in accordance with the following policies:**

<b>SDI</b>	<b>Sustainable Development</b>
<b>SS6</b>	<b>Infrastructure Delivery</b>
<b>HG3</b>	<b>Provision of Affordable Housing</b>
<b>TA6</b>	<b>Parking Standards</b>
<b>EQ1</b>	<b>Tackling Climate Change</b>
<b>EQ4</b>	<b>Net Loss of Biodiversity</b>
<b>EQ5</b>	<b>Provision of Green Infrastructure</b>

**Crewkerne Town Council therefore at this point cannot support this Reserved Matters application and reserves the right to add additional recommendations and comments following the issue of outstanding information and reports from the developer.**

ACCOUNTS FOR PAYMENT - AUGUST 31st 2022

Checked by:.....

Date: .....

Chq No.	Gross	Vat	Net	Payee	Description
<del>OP Aug 1</del>	£56.07	£1.91	£54.16	K.Sheehan	Expenses
<del>OP Aug 2</del>	£9.54		£9.54	D.Wilson	Expenses
<del>OP Aug 3</del>	£4.04		£4.04	L.Warren	Expenses
<del>OP Aug 4</del>	£447.54	£74.59	£372.95	Inno Fire & Security	Town Hall lock repair
<del>OP Aug 4</del>	£24.00	£4.00	£20.00	Inno Fire & Security	Annual fire extinguisher service
<del>OP Aug 5</del>	£384.00	£64.00	£320.00	Singleton Engineering	Cemetery markers
<del>OP Aug 6</del>	£140.00		£140.00	Mansfields	Cemetery chapel lightning conductor test
<del>OP Aug 7</del>	£2,673.94		£2,673.94	HM Revenue & Customs	Tax & NI Contributions Jul 22
<del>OP Aug 8</del>	£3,482.05		£3,482.05	SCC Pension Fund	Pension Contributions Jul 22
<del>OP Aug 9</del>	£145.00		£145.00	NG Signs	Hi-Vis vests
<del>OP Aug 10</del>	£70.00		£70.00	Verily Victoria Vocalises	Headshots for new councillors
<del>OP Aug 11</del>	£1,403.23	£233.87	£1,169.36	Performing Rights Society	PRS/PPL Music licence Victoria Hall
<del>OP Aug 11</del>	£400.51	£66.75	£333.76	Performing Rights Society	PRS/PPL Music licence GRC
<del>OP Aug 12</del>	£25.97		£25.97	M.Jay	Travel expenses
<del>OP Aug 13</del>	£65.00		£65.00	The Menders	Keys for Town Hall
<del>OP Aug 14</del>	£468.00	£78.00	£390.00	Fern Garden Tree Services	Cemetery tree work
<del>OP Aug 15</del>	£8.64	£0.41	£8.23	British Gas Business	Gas Cemetery Lodge 19/6 - 15/7/22
<del>OP Aug 16</del>	£1,457.67		£1,457.67	Active Learning & Skills	Provision of Youth service Jul 22
<del>DD42</del>	£39.39	£1.87	£37.52	SSE	Electricity Cemetery Chapels 29/3 - 1/7/22
<del>DD11</del>	£549.00		£549.00	SSDC	Rates Grounds Workshop Aug 22
<del>DD2</del>	£1,073.00		£1,073.00	SSDC	Rates Town Hall/Victoria Hall Aug 22
<del>DD20</del>	£319.00		£319.00	SSDC	Rates Cemetery Chapels Aug 22
<del>DD55</del>	£176.00		£176.00	SSDC	Council Tax Cemetery Lodge Aug 22
<del>DD51</del>	£724.00		£724.00	SSDC	Rates GRC Aug 22
<del>OP Aug 17</del>	£768.50		£768.50	M C Commercial Cleaning	Cleaning Jul 22
<del>OP Aug 17</del>	£230.00		£230.00	M C Commercial Cleaning	Cleaning GRC Jul 22
<del>OP Aug 18</del>	£1,250.00		£1,250.00	Gales Building Conservation	Bincombe wall rebuild
<del>OP Aug 19</del>	£2,790.00	£465.00	£2,325.00	Fern Garden Tree Services	Cemetery grass cutting Jun 22
<del>OP Aug 19</del>	£2,604.00	£434.00	£2,170.00	Fern Garden Tree Services	Cemetery grass cutting Jul 22
<del>OP Aug 20</del>	£1,404.00	£234.00	£1,170.00	Play Space Installations Ltd	Repairs to Henhayes playground surface
<del>OP Aug 21</del>	£45.60	£7.60	£38.00	Paperchase Recycling	Cemetery general waste collection Jul 22
<del>OP Aug 21</del>	£76.80	£12.80	£64.00	Paperchase Recycling	GRC general waste collection Jun/Jul 22
<del>OP Aug 22</del>	£648.00	£108.00	£540.00	Prism	Office shredder
<del>OP Aug 23</del>	£51.48	£8.58	£42.90	Bradfords	Wood for cemetery plot markers
<del>OP Aug 24</del>	£75.00		£75.00	Somerset Association of Local C	Remote training - Planning Applications
<del>OP Aug 25</del>	£92.40	£15.40	£77.00	Footprintz	Printing of Kithill plans
<del>DD54</del>	£78.96		£78.96	Water2business	Water rates Grounds Workshop 19/11/21 - 20/5/22
<del>DD52</del>	£319.79	£53.30	£266.49	Gamma Business Communication	Telephone & Broadband Jul 22
<del>DD30</del>	£88.27	£4.20	£84.07	British Gas Business	Electricity Public Toilets 29/6 - 19/7/22
<del>DD47</del>	£433.50	£72.25	£361.25	Biffa	Grounds workshop skip exchange
<del>DD46</del>	£104.88	£17.48	£87.40	Somerset Web Services Lrd	Email hosting Aug 22
<del>DD33 C.Card</del>	£20.00		£20.00	British Gas Business	Electricity meter top up Cemetery Lodge
<del>DD17b</del>	£12.08	£0.58	£11.50	Edf Energy 1 Ltd	Electricity Street lighting Henhayes 21/6 - 21/7/22
<del>DD17c</del>	£13.61	£0.65	£12.96	Edf Energy 1 Ltd	Electricity Street lighting Middle Path 21/6 - 21/7/22
<del>DD23</del>	£475.55	£79.26	£396.29	British Gas Business	Electricity Town Hall 20/6 - 20/7/22
<del>DD21</del>	£14.61	£0.70	£13.91	British Gas Business	Electricity Happy Valley floodlights 18/6 - 18/7/22
<del>DD44</del>	£94.30		£94.30	Everfow Ltd	Water rates Aug 22
<del>DD53</del>	£23.60	£3.93	£19.67	O2	Mobile Wifi charges Jul 22
<del>DD57</del>	£191.87	£31.98	£159.89	British Telecom	GRC telephone & broadband Aug 22
<del>DD42</del>	£29.25	£1.39	£27.86	Edf Energy 1 Ltd	Electricity Cemetery Chapel 1/7 - 2/8/22
<del>DD31</del>	£7.77	£1.29	£6.48	Iris Business Software Ltd	Payroll payslip software Jul 22
<del>DD48</del>	£41.66	£1.98	£39.68	E. O N	Electricity Grounds workshop Jul 22
<del>DD50</del>	£727.96	£121.32	£606.64	British Gas Business	Electricity GRC Jul 22
<del>DD43</del>	£14.11		£14.11	Lloyds Bank	Account charges Jul 22
<del>OP Aug 26</del>	£79.20	£13.20	£66.00	Ocean Fire & Security	GRC Fire/intruder alarm/CCTV Aug 22
<del>OP Aug 27</del>	£92.40	£15.40	£77.00	Fern Garden Tree Services	Cemetery wasp nest removal
<del>OP Aug 28</del>	£67.21		£67.21	James Hardware	Sundries
<del>OP Aug 29</del>	£1,210.80	£201.80	£1,009.00	Edge Designs	Finance/Cemetery annual software fee 28/7/22 - 27/7/23
<del>OP Aug 30</del>	£2,100.00	£350.00	£1,750.00	Fern Garden Tree Services	Bincombe cutting and baling
<del>OP Aug 31</del>	£9.60	£1.60	£8.00	Footprintz	Printing of development plans
<del>OP Aug 32</del>	£346.90	£57.82	£289.08	Ricoh Uk Ltd	Photocopier/printer rental charges Aug - Oct 22
<del>OP Aug 33</del>	£414.00		£414.00	SCC Pension Fund	Pension Deficit recharge Jul 22

Signed:.....Date: 20/09/22



ACCOUNTS FOR PAYMENT - AUGUST 31st 2022

Checked by:.....

Date: .....

<del>OP Aug 33</del>	£414.00		£414.00	SCC Pension Fund	Pension Deficit recharge Jun 22
<del>OP Aug 33</del>	£414.00		£414.00	SCC Pension Fund	Pension Deficit recharge May 22
<del>OP Aug 34</del>	£7.20		£7.20	Stokes Partnership	Land registry search for land adjoining Town Hall
<del>DD31</del>	£15.67	£2.61	£13.06	Iris Business Software Ltd	Payroll Auto enrolment software Jul 22
<del>DD44</del>	£540.45		£540.45	Everfow Ltd	Water rates Sep 22
<del>DD22</del>	£9.45	£0.45	£9.00	British Gas Business	Gas Victoria Hall 12/7 - 17/8/22
<del>DD26</del>	£14.34	£0.68	£13.66	British Gas Business	Gas Town Hall 2/7 - 1/8/22
<del>DD59</del>	£57.42	£2.73	£54.69	British Gas Business	Gas GRC 27/6 - 3/8/22
<del>DD33 C.Card</del>	£24.45	£4.08	£20.37	Amazon Marketplace	Mobile phone cases/screen protectors
<del>DD33 C.Card</del>	£152.37	£25.41	£126.96	Amazon Marketplace	Mobile phones
<del>DD9</del>	£61.72	£10.29	£51.43	Southern Communications	Mobile phone charges Aug 22
<del>DD49</del>	£307.87	£51.31	£256.56	The Business	Fuel Jul 22
<del>DD52</del>	£319.79	£53.30	£266.49	Gamma Business Communication	Telephone & Broadband Aug 22
<del>DD17b</del>	£12.08	£0.58	£11.50	Edf Energy 1 Ltd	Electricity Street lighting Henhayes 22/7 - 21/8/22
<del>DD17c</del>	£13.61	£0.65	£12.96	Edf Energy 1 Ltd	Electricity Street Lighting Middle Path 22/7 - 21/8/22
<del>DD21</del>	£28.89	£1.38	£27.51	British Gas Business	Electricity Happy Valley Floodlights 18/7 - 18/8/22
<del>DD33 C.Card</del>	£6.00		£6.00	Land Registry	Land search
<del>DD33 C.Card</del>	£3.00		£3.00	Land Registry	Land search
<del>DD33 C.Card</del>	£3.00		£3.00	Land Registry	Land search
<del>DD23</del>	£500.86	£83.48	£417.38	British Gas Business	Electricity Town Hall 20/7 - 20/8/22
<del>DD42</del>	£6.43	£0.31	£6.12	Edf Energy 1 Ltd	Electricity Cemetery Chapel 3/8 - 25/8/22
<del>OP Aug 35</del>	£414.00		£414.00	SCC Pension Fund	Pension Deficit recharge Aug 22
<del>OP Aug 36</del>	£43.11		£43.11	James Hardware	Sundries
<del>OP Aug 37</del>	£539.00	£89.83	£449.17	Crewkerne Horticultural	Cobra hover mower
<del>OP Aug 38</del>	£1,891.20	£315.20	£1,576.00	Play Space Installations Ltd	Replacement gate Henhayes playground
<del>OP Aug 39</del>	£9.92	£0.47	£9.45	British Gas Business	Gas Cemetery Lodge 16/7 - 5/8/22
<del>OP Aug 40</del>	£2,673.94		£2,673.94	HM Revenue & Customs	Tax & NI Contributions Aug 22
<del>OP Aug 41</del>	£3,482.05		£3,482.05	SCC Pension Fund	Pension Contributions Aug 22
<del>OP Aug 42</del>	£1,744.50	£290.75	£1,453.75	SSDC	Bedding plants
<del>OP Aug 43</del>	£429.09	£71.52	£357.57	Boilerman Ltd	Separation of GRC Gas supply
<del>OP Aug 44</del>	£230.00		£230.00	M C Commercial Cleaning	Cleaning GRC Aug 22
<del>OP Aug 44</del>	£740.00		£740.00	M C Commercial Cleaning	Cleaning Aug 22
<del>OP Aug 45</del>	£48.00	£8.00	£40.00	Allen Computer Services	Resolve problem with overhead projector
<del>OP Aug 45</del>	£72.00	£12.00	£60.00	Allen Computer Services	Resolve email issues
<del>DD43</del>	£0.37		£0.37	Lloyds Bank	Bank charges Burial Account Jul 22
	£11,271.76		£11,271.76	Telepay	Salaries Aug 22
Total	£46,423.03	£3,865.94	£42,557.09		

Signed: 

Date: 20/09/22

ACCOUNTS FOR PAYMENT - SEPTEMBER 26th 2022

Checked by:.....

Date: .....

Chq No.	Gross	Vat	Net	Payee	Description
<del>OP Sep 1</del>	£1,457.67		£1,457.67	Active Learning & Skills	Provision of Youth Service Aug 22
<del>OP Sep 2</del>	£414.00		£414.00	SCC Pension Fund	Pension Deficit recharge Sep 22
<del>OP Sep 3</del>	£264.00	£44.00	£220.00	The Play Inspection Company Ltd	Annual playground inspection
<del>OP Sep 4</del>	£68.75	£11.46	£57.29	Boilerman Ltd	GRC hot water maintenance
<del>OP Sep 5</del>	£59.60	£9.93	£49.67	Crewkerne Horticultural	Parts for new mower
<del>OP Sep 6</del>	£1.56	£0.26	£1.30	Prism	Year planner
<del>OP Sep 6</del>	£258.16	£43.03	£215.13	Prism	Toilet roll/stationery
<del>OP Sep 7</del>	£239.98	£40.00	£199.98	Screwfix Direct Ltd	GRC locks
<del>OP Sep 8</del>	£45.60	£7.60	£38.00	Paperchase Recycling	Cemetery general waste collection Aug 22
<del>OP Sep 9</del>	£79.20	£13.20	£66.00	Ocean Fire & Security	Fire/Intruder alarm/CCTV maintenance Sep 22
<del>DD53</del>	£23.60	£3.93	£19.67	O2	Mobile Wifi Aug 22
<del>DD46</del>	£104.88	£17.48	£87.40	Somerset Web Services Lrd	Email hosting Sep 22
<del>DD47</del>	£32.36	£5.39	£26.97	Biffa	Grounds maintenance skip hire Aug 22
<del>DD11</del>	£549.00		£549.00	SSDC	Rates Grounds Maint workshop Sep 22
<del>DD2</del>	£1,073.00		£1,073.00	SSDC	Rates Town Hall/Victoria Hall Sep 22
<del>DD20</del>	£319.00		£319.00	SSDC	Rates Cemetery Chapels Sep 22
<del>DD55</del>	£176.00		£176.00	SSDC	Council Tax Cemetery Lodge Sep 22
<del>DD51</del>	£724.00		£724.00	SSDC	Rates GRC Sep 22
<del>DD49</del>	£70.31	£11.72	£58.59	The Business	Fuel Aug 22
<del>9588</del>	£1,000.00		£1,000.00	Severalls Bowling Club	Bowling green maintenance
<del>OP Sep 11</del>	£33.55	£0.66	£32.89	Sheehan, Katharine	Expenses
<del>OP Sep 12</del>	£15.38	£0.32	£15.06	Hewitt P	Town Hall refreshments
<del>OP Sep 13</del>	£9.65		£9.65	Warren L	Expenses
<del>OP Sep 14</del>	£7.93		£7.93	Goddard, Andy	Refreshments
<del>OP Sep 15</del>	£250.00		£250.00	Spark Somerset CIO	GRC Governance session
<del>OP Sep 16</del>	£75.00		£75.00	Somerset Association of Local Council	Code of conduct training
<del>OP Sep 17</del>	£930.00	£155.00	£775.00	Fern Garden Tree Services	Cemetery grass cutting Aug 22
<del>DD48</del>	£32.40	£1.54	£30.86	E. O N	Electricity Grounds Workshop Aug 22
<del>DD59</del>	£46.84	£2.23	£44.61	British Gas Business	Gas GRC 4/8 - 3/9/22
<del>DD6</del>	£607.92	£101.32	£506.60	Phs Group Plc	Sanitary Disposal GRC 13/10/22 - 12/4/23
<del>DD6</del>	£121.58	£20.26	£101.32	Phs Group Plc	Sanitary Disposal Town Hall 13/10/22 - 12/4/23
<del>DD22</del>	£6.83	£0.33	£6.50	British Gas Business	Gas Victoria Hall 12/7 - 15/9/22
<del>DD26</del>	£16.35	£0.77	£15.58	British Gas Business	Gas Town Hall 2/8 - 1/9/22
<del>DD43</del>	£15.97		£15.97	Lloyds Bank	Bank charges Aug 22
<del>DD50</del>	£513.42	£24.44	£488.98	British Gas Business	Electricity GRC Aug 22
<del>DD52</del>	£319.90	£53.32	£266.58	Gamma Business Communications Ltd	Telephone & broadband Sep 22
<del>DD9</del>	£54.66	£9.11	£45.55	Southern Communications	Mobile phone charges Sep 22
<del>DD31</del>	£7.77	£1.29	£6.48	Iris Business Software Ltd	Payroll payslips software Aug 22
<del>DD57</del>	£105.73	£17.62	£88.11	British Telecom	GRC Telephone & broadband Sep 22
<del>DD30</del>	£78.68	£3.74	£74.93	British Gas Business	Electricity Public Toilets 29/6 - 26/7/22
<del>OP Sep 10</del>	£539.40	£89.90	£449.50	SSDC	Bedding plants & hanging baskets
<del>OP Sep 18</del>	£25.00	£4.17	£20.83	M&J Bowers	Document destruction
<del>OP Sep 19</del>	£125.00		£125.00	Medstone	Gold lettering for Honoured Citizen's board
<del>OP Sep 20</del>	£715.14	£119.19	£595.95	Broxap Ltd	Recycling bin - Severalls
<del>OP Sep 21</del>	£95.00		£95.00	Brown, Clive	Town Hall window repair/GRC locks
<del>OP Sep 22</del>	£3,946.41	£599.66	£3,346.75	Linen Yard Investments (Crewkerne)	Rent 29.9 - 24.12.22/Service charge
<del>OP Sep 23</del>	£62.64	£8.14	£54.50	Sheehan, Katharine	Period of mourning items/refreshments
<del>OP Sep 24</del>	£1,827.60	£304.60	£1,523.00	Guy Trevor-Jones Professional Fencing	Southmead fencing & Barn Street rec gate
<del>OP Sep 25</del>	£1,551.89	£258.65	£1,293.24	Yarcombe Woodland Products Ltd	Benches for Severalls
<del>OP Sep 26</del>	£22.98		£22.98	Gowers L	Expenses - Book of Condolence
<del>DD44</del>	£356.12		£356.12	Everfow Ltd	Water rates Oct 22
<del>DD30</del>	£40.10	£1.91	£38.19	Edf Energy 1 Ltd	Electricity Public Toilets 27/7 - 12/9/22
	£11,271.56		£11,271.56	Telepay	Salaries Sep 22
Total	£30,789.07	£1,986.17	£28,802.89		

Signed:.....Date: 22/09/22

CREWKERNE TOWN COUNCIL BANK RECONCILIATION AS AT 31/08/2022			
A	Cash in Hand 01/04/2022		£280,666.98
	ADD		
	Receipts 01/04/2022 - 31/08/2022		£321,764.48
	SUBTRACT		
	Payments 01/04/2022 - 31/08/2022		£209,878.32
	<b>CASH IN HAND 31/08/22</b> (per Cash Book)		<b>£392,553.14</b>
B	Cash in Hand per Bank Statements 31st August 2022		
	LLOYDS - Business Call Account	£227,427.44	
	LLOYDS - Current Account	£50,000.00	
	LLOYDS - Burial Account	£115,100.70	
	Wednesday Market Cash Float	£25.00	
			£392,553.14
	Less unrepresented cheques		
			£0.00
	Plus unrepresented receipts		
	<b>ADJUSTED BANK BALANCE</b>		<b>£392,553.14</b>
<b>A = B Checks out OK</b>			
Town Clerk: <i>M. Sheehan</i>			
Date: <i>9th September 2022</i>			
Checked by: <i>[Signature]</i>			
Date: <i>20/09/22</i>			

## CREWKERNE TOWN COUNCIL

### PROPOSED RENT AND HIRE CHARGES REVIEW 2023/24

	2022/23	Recommended 2023/24	Agreed 2023/24	Notes
<b>GRC Beech Suite (Main hall hire)</b>	£16.40 per hour for all off peak hires. £22.00 per hour for all peak hours hire (Friday and Sat 7pm – midnight). £27.70 per hour for retail business hire for commercial purposes.	£18.00*  £24.20*  £30.50*		-12.5% discount for regular users
<b>GRC Oak Room (Small room hire)</b>	£8.20 per hour for all off peak hires. £11.00 per hour for all peak hours hire (Fri & Sat 7pm – midnight). £13.85 per hour for retail business hire for commercial purposes.	£9.00*  £12.10*  £15.20*		- 12.5% discount for regular users
<b>GRC Kitchen</b>	£7.70 light use per session  £30.20 full use per session	£8.50*  £33.20*		Kitchen users may be asked to provide evidence of current food hygiene certification. Full use kitchen hires require returnable cleaning bond of £100.
<b>GRC Bar</b>	N/A	£33.20 per session		Available for events – subject to TENS licence/external bar service in place see separate booking form and list of service providers.
<b>GRC Performing Rights Charges</b>	Where live or recorded music is played for <b>public</b> performance an additional and separate charge will be made as follows: <ul style="list-style-type: none"> <li>• Discos/dances/dinners/receptions/performances £12.36*</li> <li>• Aerobics/dance or ballet classes etc. £1.93*</li> <li>• Private hire (e.g. wedding reception, birthday party or similar) No charge.</li> </ul>			
<b>Annual charge for sports club use of GRC</b>	Fees and T&Cs set separately prior to the commencement of each club's season.			
<b>Henhayes pitch fees (rugby, football, cricket clubs)</b>	£60 p.a.	£66* p.a.		
<b>CLM (Aqua Centre)</b>	£1,000 + VAT (£1,200)			Review 2023

<b>CUDOS</b>	£2,817* + VAT (£3,380)	£3,099* + VAT (£3,718)		Licence expires 01/11/2024
<b>Bowling Club</b>	£580*	£586*		Licence expires 09/04/2023
<b>Severalls Hall Phoenix Brass</b>	£1,920*	£2,112*		Licence expires 1/06/24
<b>Allotments</b>	1) £29.20* 2) £14.60*			1) Full size plot 2) Half size plot Plus extra for water on WMG
<b>Chamber &amp; Interview Room</b>	£15.00 + VAT per session	£15.00 +VAT per session		
<b>Tennis Court Fees</b>	N/A	N/A	N/A	Courts currently not in use
<b>V/Hall normal (Hourly)</b>	£13.67* + VAT (£16.40)	£15.03* + VAT (£18.00)		Discount for regular users 12.5%
<b>V/Hall peak time (Hourly)</b>	£18.37* + VAT (£22.00)	£20.21* + VAT (£24.20)		
<b>V/Hall retail (Hourly)</b>	£23.08* + VAT (£27.70)	£25.38* + VAT (£30.45)		
<b>V/Hall kitchen – light use</b>	£6.42* + VAT (£7.70)	£7.06* + VAT (£8.40)		Charge per session
<b>V/Hall kitchen – full use</b>	£25.17* + VAT (£30.20)	£27.69* + VAT (£33.20)		Charge per session
<b>Themed market</b>	£11.00 per pitch	£11.00 per pitch		Pitch size: 3m x 3m
<b>Weekly market – casual user</b>	1) £11.00 2) £16.50	1) £11.00 2) £16.50		Pitch size: 1) Regular (3m x 3m) 2) Large (6m x 3m)
<b>Weekly market – regular user</b>	1) £10.00 2) £15.00	1) £10.00 2) £15.00		
<b>CANCELLATION CHARGES APPLICABLE TO ALL HIRES</b>	<ul style="list-style-type: none"> <li>• More than 21 days prior to the event: no charge</li> <li>• More than 7 days but fewer than 21 days prior to the event: 50% of the hire charge</li> <li>• Less than 7 days prior to the event: 75% of the hire charge</li> </ul>			

Rent increases take effect from 1<sup>st</sup> April apart from Victoria Hall which is 1<sup>st</sup> January.

\* Increase in fee of 10.00%, being the average of CPI and RPI for the preceding 12 months.

SUPPORTING REPORTS TO FULL COUNCIL – 26 SEPTEMBER 2022

Agenda Item 9: Warm Hubs: to consider the provision of ‘warm hubs’ in Crewkerne.

Introduction: The following correspondence has been received from a) South Somerset District Council and b) Crewkerne Library, seeking to organise the provision of ‘warm hubs’ this winter.

- a) *SSDC: We are starting to explore how practically the District Council can respond to support communities as the Cost of Living crisis starts to bite. I would be interested to hear, therefore, what if any plans Town and Parish Councils have to consider their own responses to the crisis. Whilst it is very early days one model we are starting to look at are Warm Hubs – the opening up of village halls, community centres etc where vulnerable members of the community can come to a warm space, have hot food and company without worrying about heating their home or if they will be able to eat. If you would be interested in a project of this nature please do let me know.*
  
- b) *Crewkerne Library: We at Crewkerne Library are setting up a directory of “Warm Hubs” places people can go to during the day, where it will be warm. This is obviously in light of the rise in fuel and heating bills. Please could you let us know if you offer any drop in services, either for free, or for a small charge (please outline the charge) for example coffee mornings, community lunches, conversation groups. Please could you also include any other facilities you may be able to offer such as availability of hot drinks, Microwave use, food bank, or anything else you may have thought of.*

Recommendation:

Councillors to consider opening a council run venue at times when the Library and other hubs are not open. This may require volunteers to offer to ‘man’ the hubs while open.



Agenda Item 11: Local Government Reorganisation – to consider a response to the consultation on Local Community Networks.

Introduction:

As part of the move to unitary status in 2023, the Somerset Councils are consulting on three models of Local Community Networks (LCNs) and how they might look and operate going forward.

The introduction to LCNs reads:

*“Somerset Council will cover a large geographical area. Council Leaders are mindful that we need a model for communities where local voices are heard, partners are brought together, and decisions are taken with the benefit of local knowledge and experience. That is why all the Somerset Councils support the development of Local Community Networks (LCNs).*

*LCNs will be established in every part of Somerset. They will be Committees of the unitary Council, supported by dedicated officers and managers, with formal decision-making powers and influence. They will enable the Council, partners and communities to work together to address local issues and priorities, support health and wellbeing activities, and improve outcomes for residents. LCNs must be affordable and have the potential to develop their role alongside the new Somerset Council in the years to come.”*

After reading the consultation booklet attached to this agenda pack, Councillors should consider which of the three proposed models they would support:

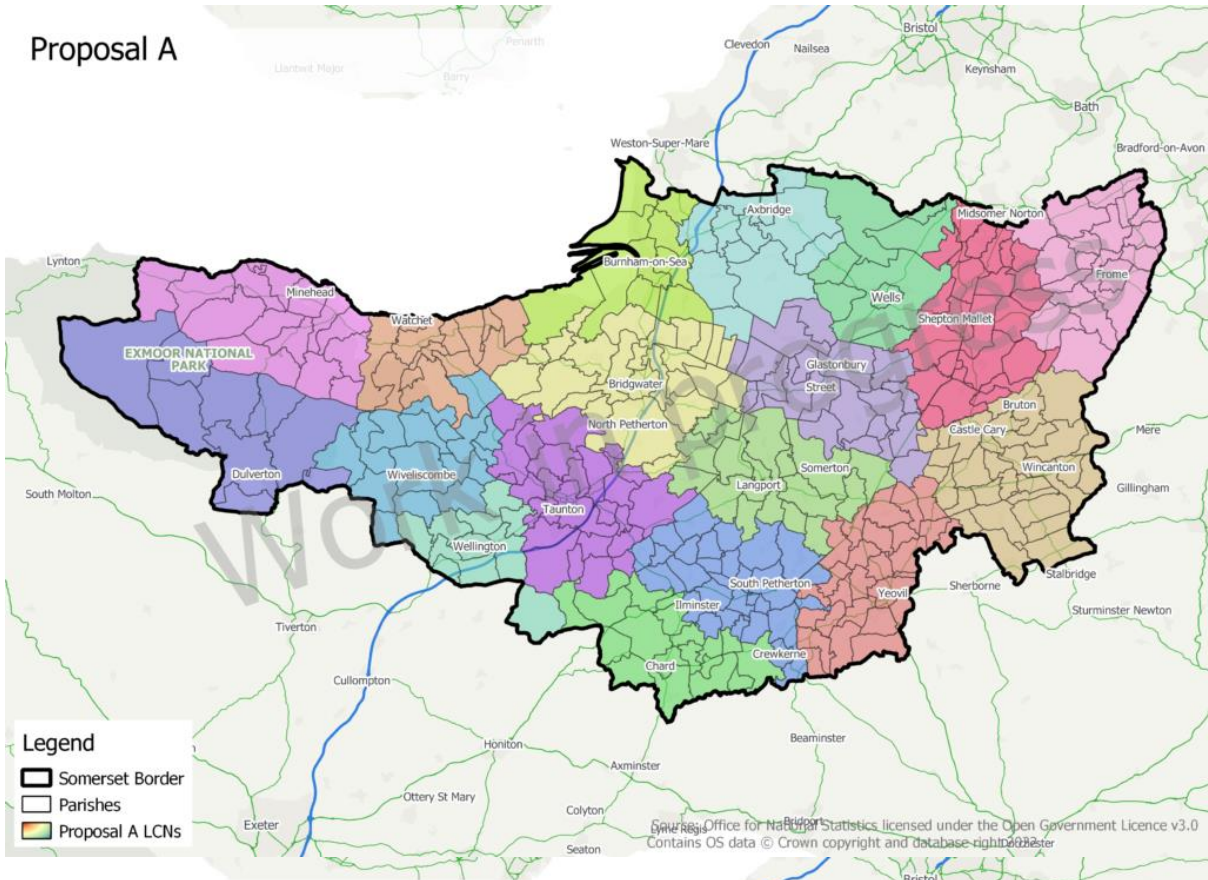
Proposal A would have 18 LCNs

Proposal B would have 17 LCNs

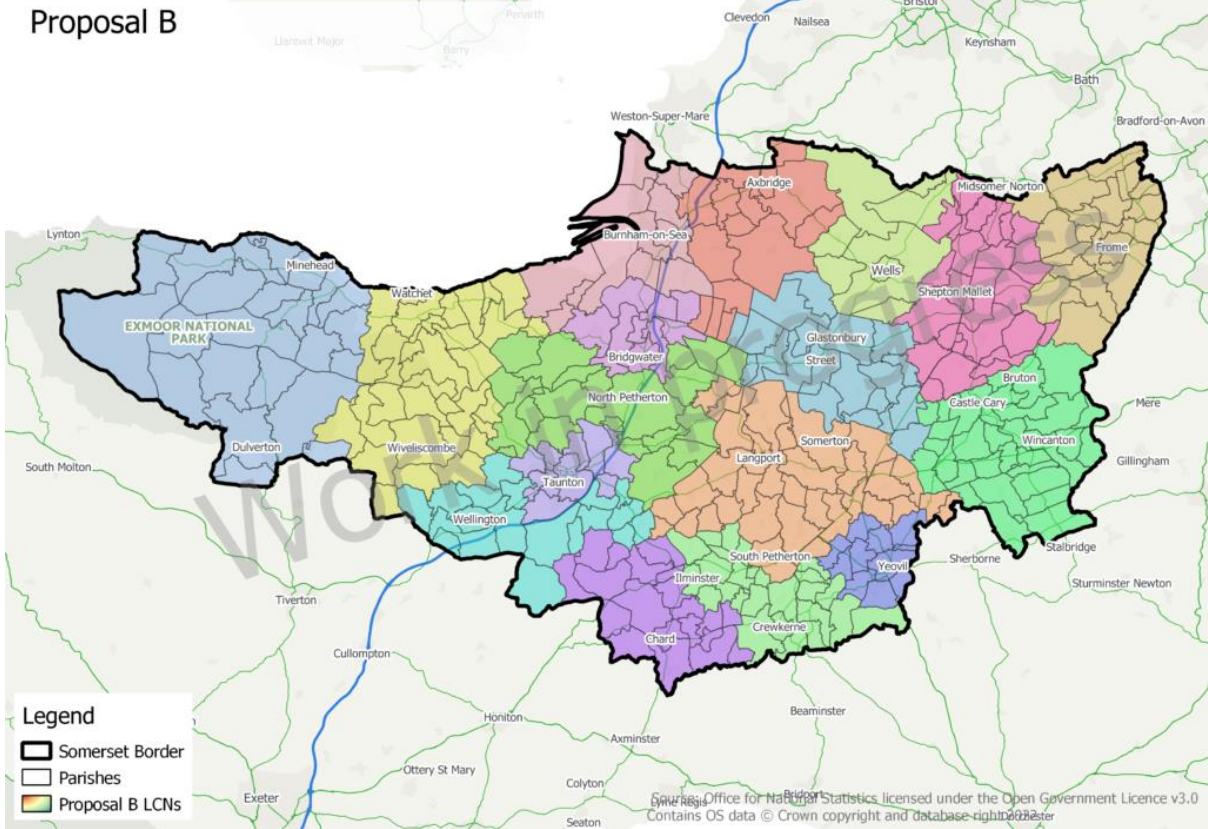
Proposal C would have 10 LCNs

Full details and FAQs can be found in the briefing pack and on the consultation website: [Local Community Networks - Somerset County Council Consultations \(inconsult.uk\)](https://www.inconsult.uk).

Proposal A

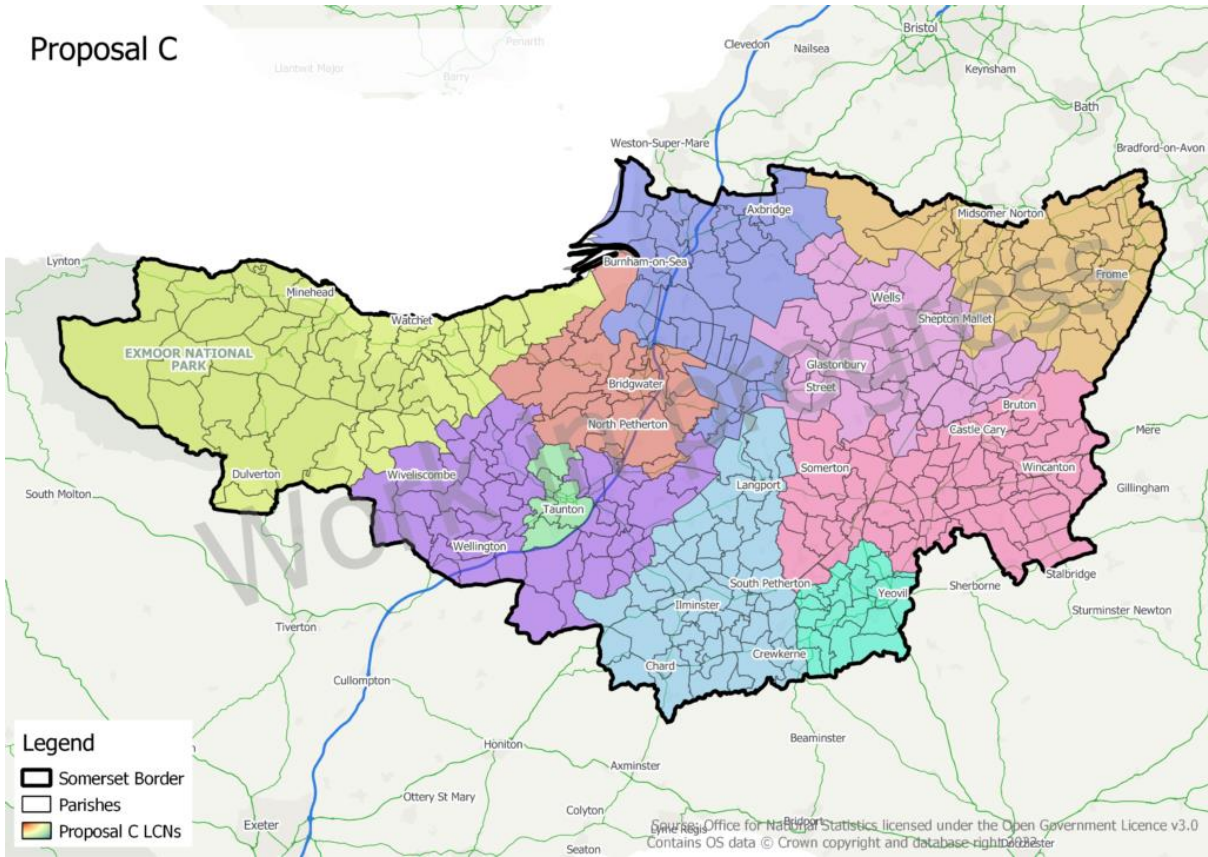


Proposal B





Proposal C





Agenda Item 14: Christmas event arrangements

14a) To consider a quote for installation of the Christmas Lights

Councillors will recall that, in previous years, three quotations were obtained for the installation of the Christmas lights in Market Street. This exercise highlighted that the current lighting installation is very bespoke. As a result, the Council is faced with two options for Christmas lights in Market Street:

1) Continue to utilise the existing lighting installation. In practice, this means that the contractor that has been used in previous years is the only option, as they are familiar with the installation.

2) Purchase or rent a new Christmas lights installation. Costs of hiring or purchasing lights from a dedicated festive lighting contractor are significantly higher than the Council's current budget.

On the assumption that the Council wishes to pursue option 1, the relevant quotation is £5932.80 + VAT.

14b) To consider a quote for the Christmas road closure operation

The quote for road closure, signage etc received is £1656 +VAT (same price as 2021).

Recommendation:

Councillors resolve to accept both quotes on the basis outlined above.

K Sheehan, Town Clerk, 20<sup>th</sup> September 2022.