

Minutes of a meeting of CREWKERNE TOWN COUNCIL held in the Council Chamber, Town Hall, Market Square starting at 18.45 on Monday 16 January 2023.

### **PRESENT**

Cllrs. K. Head (Mayor), S. Ashton (part), M. Best, T. Bond, N. Draycott, D. Livesley, J. Morris, J. Nathan, A. Samuel and D. Wakeman.

In attendance: Town Clerk K. Sheehan and three members of the public.

### **OPEN FORUM**

A resident raised concerns over the Non Material Amendment 22/03471/NMA, noting that the changes of wording meant that the intention of the amendment and its effect were not obvious. He also queried the use of the term 'community link road', noting that it was unclear if this referred to the haul road or the final link road.

A representative of Action Against Foxhunting (AAF) attended to give an update following the passage of the Seavington hunt through Crewkerne on Boxing Day. She noted that none of the local hunts had applied for a TTRO in time, and although Seavington hunt had met on private land, AAF felt they had still caused safety issues on the road when they road through the town with unleashed hounds. She asked if the Town Council would consider discussing its position on the road safety matters relating to the hunt.

Cllr. Head clarified that items not on the agenda could not be discussed but if Councillors were minded to request a discussion, they should submit a motion to the Clerk in accordance with Standing Orders.

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### **APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs. P. Maxwell (work commitments) and A. Stuart (unwell).

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22/23

### **DECLARATIONS OF INTERESTS**

Cllr. Head declared an interest in the agenda item relating to community grant awards by virtue of her membership of CUDOS, Crewkerne in Bloom and Crewkerne Rugby Club.

Cllr. Best declared an interest in the agenda item relating to community grant awards by virtue of being a member of CUDOS.

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### **TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 12 DECEMBER 2022**

The minutes of the Town Council meeting held on 12 December 2022 were AGREED as a true and accurate record.

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22/23

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

It was noted that the Clerk had invited both Cllr. Pailthorpe and Cllr. Hodgson but not received a response.

Cllr. Ashton reported that the final proposal for Local Community Networks (LCNs) had been published, Crewkerne would be in the same LCN as Ilminster, but not Chard. It was proposed that there would be one representative from each Town or Parish Council to meetings held four times a

year. Other organisations such as the Fire Service, Police and business groups would also be represented. A small budget would be allocated for the first year.

Cllr. Best noted that there would be 18 LCNs in total. Officers to support the LCNs would need to be appointed but it was hoped they would start to meet in the summer. The Unitary Council was in the process of making Director-level appointments. He also reported that he had raised concerns with the portfolio holder for Highways about the traffic issues arising from the planned works in Market Street which had started the previous day, noting that the lights had been removed but a new plan would likely have to be submitted.

Finally, he noted that the Reserved Matters application relating to the Land South of Kithill had been refused, but it was likely that the applicants would appeal this decision. The Non-Material Amendment submitted in respect of the railway crossed (also associated with the Kithill development) was likely to be refused on the grounds that it was significant rather than non-material.

#### 140 **CLERK'S PROGRESS REPORT**

22/23

The Town Clerk reported that:

- Taylor Wimpey had withdrawn their application to fell two lime trees on Station Road at the end of the previous week.
- The disabled toilet in Falkland Square continued to be covered in excrement every day; signs would be erected to ask users to be vigilant and report any information to the council or to the police on 101.
- The transfer of Tommy and the Severalls War Memorial gardens was awaiting searches to be returned by SSDC and the Clerk had asked the Council's solicitor to chase this.

#### 141 **PLANNING**

22/23

To consider planning applications due before the next meeting of the Planning & Highways Committee

**22/03471/NMA**

**Crewkerne Key Site 1 Land East Of Crewkerne Between A30 And A356 Yeovil Road Crewkerne Somerset TA18 7HE**

Non Material Amendment to approved application 21/03005/S73 to amend the timing of submission of information required for the discharge of conditions 5, 6, 7 and 8 (deferred from P&H Committee on 9 January).

**22/03585/DOC1**

**Crewkerne Key Site 1 Land East Of Crewkerne Between A30 And A356 Yeovil Road Crewkerne Somerset TA18 7HE**

Discharge of Conditions No. 5 (Design Code), No. 7 (Planting Strategy), No. 8 (Waste Management Plan) and No. 12 (CEMP) of Planning Application 21/03005/S73.

**22/03385/DPO**

**Crewkerne Key Site 1 Land East Of Crewkerne Between A30 And A356 Yeovil Road Crewkerne Somerset TA18 7HE**

Application to modify a Section 106 agreement, dated 31 March 2017, made between Taylor Wimpey UK Limited and South Somerset District Council associated with Planning Approval 05/00661/OUT (which was for 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)

Some discussion took place around the three applications above, with Councillors concluding that they would not offer any comment on them due to the lack of clarity in what each was trying to achieve. In the case of the S106 modification, a lack of clear supporting documentation on the portal meant it was not possible to tell what the intention of the applicant was. The Clerk was asked to revert to the Planning Officer to outline the Town Council's concerns about these applications and invite her to attend a meeting to clarify these issues.

**22/03421/COU**

**12 Mount Pleasant Crewkerne Somerset TA18 7AH**

Change of use from cemetery lodge to office use (Use = Class E).

Noted.

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**FINANCE**

22/23

a. To approve the payments for January 2023

The Clerk reported that Cllr. Nathan had verified the accounts for payment in accordance with the Council's Financial Regulations. Accounts for payment for 16 January 2023 in the sum of £43,054.03 were APPROVED.

Cllr. Ashton left the meeting at this point and did not return.

b. To report the bank reconciliation for December 2022 has been completed

The Clerk reported that Cllr. Nathan had verified the bank reconciliation for December 2022. It was noted that cash in hand as of 31 December 2022 was £477,499.35.

c. To approve the recommendation of the Policy & Resources Committee for grant awards for 2023/24

Councillors noted the full application from Crewkerne Shed, which had been circulated and no change to the recommended awards were made. The following grant awards were AGREED:

Organisation	Agreed award
Crewkerne & District Museum & Heritage Centre	750
Crewkerne Tea Dance Group	200
Crewkerne in Bloom	600
Henhayes Community Centre	1000
Merriott Majorettes	500
Citizens Advice South Somerset	949
Crewkerne Boxing Club	1000
Crewkerne Shed	1000
1st Crewkerne Scout Group	500
Somerset Farmers Market	500
Crewkerne Pegasus Karate Club	750
Crewkerne Rugby Club	500
CUDOS	250

**Total grants allocated: £8,499**

**Total grants budget line for 2023/24: £10,000** (this includes a margin of £1,501 for community groups facing financial hardship and requiring support during the year).

The grant awards and overall grant budget line for 2023/24 were unanimously AGREED.

d. To approve the recommendation of the Policy & Resources Committee for the setting of the budget for 2023/24

It was unanimously AGREED to approve the recommendation of the Policy & Resources Committee for the setting of the budget for 2023/24.

e. To approve the overall Precept for 2023/24

It was unanimously AGREED to approve the recommendation of the Policy & Resources Committee to set the precept for 2023/24 in the sum of £527,656 which equated to a 10.3% increase to Band D properties, or 37 pence per week.

**143 LIGHTING UP EVENT 2023**

**22/23 To consider a proposal to change the date to coincide with the Farmers' Market**

It was AGREED to combine the Christmas Market along with community stalls with the Somerset Farmers Market date of Saturday 18 November to make one big event. The Lighting Up would be on Friday 24 November with a small craft market located upstairs in Victoria Hall on the Friday evening only.

**144 CORONATION CELEBRATION**

**22/23 To receive an update**

The Clerk updated councillors on prices of commemorative mugs and reusable drinking cups. Councillors AGREED to approach local businesses to sponsor a cup for every child enrolled at Crewkerne schools to commemorate the event, at a price of approximately 69 pence per cup, dependent on final quantities ordered.

The Clerk noted that the event would now come around quickly and requested two councillors to form and participate in a working group. Cllrs. Nathan, Wakeman and Morris agreed to do this and would agree a date in the near future with the Clerk.

**145 CHANGE TO MEETING DATES**

**22/23 To note changes to meeting dates in 2023**

Due to the number of Bank Holidays on Mondays during April and May, the following meeting dates were confirmed:

Tuesday 4<sup>th</sup> April: Joint Burial Committee

Monday 17<sup>th</sup> April: Annual Town Meeting of Electors

Monday 24<sup>th</sup> April: Planning & Highways Committee and Full Council

Monday 15<sup>th</sup> May: Planning & Highways Committee and Amenities Committee

Monday 22<sup>nd</sup> May: Full Council (Annual Town Council Meeting)

A full calendar for the new municipal year would be circulated in due course.

**146 SPORTS CLUB CHARGES**

**22/23 To agree revised charges to sports clubs for the use of the GRC following a mid-season review**

Following a mid-season review, an increase of 10% was AGREED on the monthly usage charge paid by the football, cricket and rugby clubs. In the case of the rugby club it was also AGREED to charge the standard bar hire price on occasions where they were using the bar.

**147 TO RECEIVE THE FOLLOWING MINUTES AND APPROVE ANY RECOMMENDATIONS CONTAINED THEREIN**

**22/23**

- a. Planning and Highways Committee 14 November 2022 and 12 December 2022
- b. Neighbourhood Plan Steering Group 8 November 2022
- c. Amenities Committee 14 November 2022
- d. Joint Burial Committee 4 October 2022
- e. Policy & Resources Committee 10 October 2022
- f. Youth Service Steering Group 11 November 2022
- g. Reports from Town Council representatives to outside bodies (none)

Items detailed above were received, and recommendations AGREED.

**148 MATTERS OF REPORT (for information only)**

**22/23**

Cllr. Nathan highlighted concerns about the untidy bin area between Falkland Square and M & Co. The Clerk was asked to contact the management company about this.

In response to a query from Cllr. Livesley, Cllr. Best confirmed that parking enforcement would all come under the umbrella of the new Somerset Council from April 2023.

Cllr. Morris raised concerns about drivers following sat navs getting stuck in Clammer Hill Lane. The Clerk was asked to contact the Education Foundation about this matter.

**149 DATE OF THE NEXT MEETING**

**22/23**

Monday February 27<sup>th</sup> 2023 at 18.45 in the Council Chamber.

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

**CONFIDENTIAL SESSION: EXCLUSION OF PRESS AND PUBLIC – STAFFING AND CONTRACTUAL MATTERS**

**150 DEPUTY CLERK RECRUITMENT UPDATE**

**22/23**

The Clerk reported that a number of applications had been received and she was planning to interview in the week commencing 6<sup>th</sup> February. The interview process and format was delegated to the Clerk in consultation with Cllrs. Best, Wakeman and the Finance Officer.

**151 YOUTH SERVICE**

**22/23**

**To note that the current Service Level Agreement expires in 2024 and to consider a way forward**



Following discussion the Clerk was asked to look into the possibility of obtaining external review services, and start to look at procurement processes in conjunction with the councillors from the Youth Service Steering Group.

The meeting closed at 20.40.

**Signed:** .....

**Dated:** .....

TC16Jan2023