

Minutes of a meeting of CREWKERNE TOWN COUNCIL held in the Council Chamber, Town Hall, Market Square starting at 18.45 on Monday 27 February 2023.

PRESENT

Cllrs. A. Samuel (Deputy Mayor), S. Ashton, M. Best, N. Draycott, D. Livesley, J. Morris, J. Nathan, A. Stuart and D. Wakeman.

In attendance: Town Clerk K. Sheehan and one member of the public (Open Forum only).

OPEN FORUM

A local resident introduced a proposal to hold free of charge art workshops for young children in Crewkerne. She circulated a handout outlining the details of the project, which would involve local artists and The Shed, as well as donated recyclable materials from Biffa. Councillors noted that she was seeking £1750 to support the programme.

156 APOLOGIES FOR ABSENCE

22/23

Apologies were received and accepted from Cllrs. T. Bond (personal), K. Head (personal) and P. Maxwell (personal).

157 DECLARATIONS OF INTERESTS

22/23

Cllr. Nathan declared an interest in the agenda item relating to the storage request from Crewkerne and District Rotary by virtue of her membership of this group.

Cllr. Best declared a prejudicial interest in the agenda item relating to the rent review for the Aquacentre as a serving Director of Crewkerne Leisure Management.

158 TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 30 JANUARY 2023

22/23

The minutes of the Town Council meeting held on 30 January 2023 were AGREED as a true and accurate record.

159 TO RECEIVE REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

22/23

Cllr. Ashton reported that the last meeting of Somerset County Council (SCC) would take place later in the week, with a celebration event being held at Wells Cathedral.

Cllr. Best reported that the previous SCC Full Council meeting had set the budget for 23/24, and the coming meeting would determine representatives to Outside Bodies. The staffing review and interviews was ongoing, but for now officers would continue in post through Vesting Day as the reorganisation progresses.

160 CLERK'S PROGRESS REPORT

22/23

The Town Clerk reported that:

- The contract for the refurbishment of the tennis courts was currently being reviewed by the South Somerset District Council (SSDC) Legal team and once it was circulated, she hoped to organise additional meetings of the War Memorial Commemoration Trust and Full Council

to progress the project. Contractors had visited the site and another meeting was planned to start introducing staff to the courts booking software.

- The Key Site Phase 2 Reserved Matters would be considered at the Planning and Highways Committee on 13 March 2023.

161 **PLANNING**

22/23 a. To consider planning applications due before the next meeting of the Planning & Highways Committee

23/00282/HOU **48 Langmead Road Crewkerne Somerset TA18 8DX**
Proposed single storey rear extension to dwelling.

Recommend APPROVAL.

23/00276/HOU **2 Ashlands Meadow Crewkerne Somerset TA18 7NN**
Conversion of existing garage to additional living accommodation and the erection of first floor extension to dwelling.

Recommend APPROVAL.

22/01053/HOU **The Old Armoury Court Barton Crewkerne Somerset TA18 7HP**
Replacement of wooden windows and doors with new wooden windows and doors.

Recommend APPROVAL.

23/00414/TCA **2 The Lawns 52 West Street Crewkerne Somerset TA18 8BA**
Notification of intent to carry out Tree Surgery Works to No. 1 Tree within a Conservation Area.

Noted.

The Clerk was asked to contact Planning and state that it would be helpful if professional reports prepared in connection with applications for works to trees could be made available for consideration.

b. To consider the Council's response to the consultation on the Draft Statement of Community Involvement (SCI)

Following discussion about the draft SCI, the Clerk was asked to collate and submit comments.

162 **FINANCE**

22/23 a. To approve the payments for February 2023

The Clerk reported that Cllr. Wakeman had verified the accounts for payment in accordance with the Council's Financial Regulations. Accounts for payment for 27 February 2023 in the sum of £66,295.77 were APPROVED.

b. To report the bank reconciliation for January 2023 has been completed

The Clerk reported that Cllr. Wakeman had verified the bank reconciliation for January 2023. It was noted that cash in hand as of 31 January 2023 was £447,277.41.

c. To consider a funding request from Imagination Tribe towards art workshops in Crewkerne

Councillors discussed the application and requested further information on timescales, venue options, conditions of the lottery grant.

It was AGREED to delegate the decision on the grant award to the Town Clerk in consultation with the Chair of the Policy and Resources Committee (should the timescales of the project mean that this decision could not be deferred until the next meeting of Full Council).

163 **FALKLAND SQUARE TOILETS**

22/23 To consider a request from Crewkerne and District Rotary to store Charter Fair signage and cones at the unused toilets

The request from Crewkerne and District Rotary to store signs and cones at the unused toilets was AGREED. Should a future use for this space be identified by Crewkerne Town Council, Rotary would be asked to remove their equipment and find alternative storage arrangements.

164 **CORONATION CELEBRATION**

22/23 To receive an update from the Coronation Working Group

Councillors from the Coronation Working Group reported that they had met and made a list of activities/entertainment they would like to accompany the Big Family Picnic event on Henhayes on Sunday 7th May. These were being confirmed and further details would be publicised shortly.

The Town Clerk reported that no businesses had responded to the opportunity to sponsor the commemorative cups, and Councillors decided not to pursue this further.

165 **CIVILITY AND RESPECT PLEDGE**

22/23 To resolve to sign the Civility and Respect pledge and associated insertions into the Dignity at Work policy

It was AGREED to sign the Civility and Respect pledge and reflect this in the Dignity at Work policy.

166 **AQUA CENTRE RENT REVIEW**

22/23 To endorse the recommendation of the Clerk that the Aqua Centre rent review be deferred until January 2025

Cllr. Best did not speak or vote on this item, having left the room for the duration of the discussion.

It was AGREED to defer the Aqua Centre rent review be deferred until January 2025.

167 **MEETING DATES 2023-24**

22/23 To note the proposed meeting dates for the 2023-24 municipal year

The circulated calendar of meetings was noted.

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

22/23

- a. Planning and Highways Committee 9 January 2023
- b. Policy and Resources Committee 9 January 2023
- c. Amenities Committee 14 November 2022
- d. War Memorial Commemoration Trust 24 October 2022
- e. Youth Service Steering Group 11 November 2022

f. Reports from Town Council representatives to outside bodies (none)

Items detailed above were received, and recommendations AGREED.

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

22/23

Cllr. Stuart asked why the lights in the Misterton First School building were constantly on and Cllr. Best offered to raise this with the Education department at the County Council.

170 **DATE OF THE NEXT MEETING**

22/23

Monday 27th March 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

171 **STAFFING**

22/23

a. To receive an update following interviews for the Deputy Clerk position

The Town Clerk provided an update on the recent interviews conducted for the Deputy Clerk position, confirming that a candidate had been appointed and accepted the position and would start work towards the end of March.

b. To confirm the minutes of the Staffing Committee held on 10 February 2023 and agree the recommendations contained therein

The minutes of the Staffing Committee held on 10 February 2023 were confirmed and all recommendations duly AGREED.

172 **OFFICE RELOCATION**

22/23

Cllr. Best provided an update on the planned office relocation and it was AGREED to delegate authority to the Clerk in conjunction with Cllr. Best or the Mayor to make interim arrangements in support of the move, including incurring any necessary spending.

The meeting closed at 19.51.

Signed:

Dated:

TC27Feb2023