

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 24 April 2023**, following the conclusion of the Planning & Highways Committee meeting, 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)  
18 April 2023

# Agenda

**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 meeting** held on 27 March 2023.
4. **To receive reports from the Unitary Councillors.**
5. **Clerk's progress report:** to receive an update report (for information).
6. **Finance:**
  - a. To approve the accounts for payment for April 2023 as listed.
  - b. To report the bank reconciliation for March 2023 has been completed.
7. **Coronation Celebration:** to receive a verbal update on plans for the Coronation celebrations.
8. **Cricket:** to consider a request from Crewkerne Cricket Club to erect sponsorship boards on fencing at the GRC.
9. **Summer play days:** to receive an update on funding and confirm arrangements for summer play days/youth projects in Crewkerne.
10. **To receive the following minutes and approve any recommendations contained therein:**
  - a. Planning & Highways Committee 13 March 2023
  - b. Neighbourhood Plan Steering Group 15 March 2023
  - c. War Memorial Commemoration Trust 13 March 2023
  - d. Reports from Town Council representatives to outside bodies

**11. To receive Matters of Report (for information only).**

**12. Next meeting:** Monday 22 May 2023 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 and contractual matters

ACCOUNTS FOR PAYMENT - APRIL 24th 2023

Checked by: H. BEST  
 Date: 18/4/2023

Chq No.	Gross	Vat	Net	Payee	Description
DD33 C.Card	£65.00		£60.00	The Menders	Keys for GRC/Cemtery Lodge
O P Apr 1	£2,682.00	£447.00	£2,235.00	Luke Grafton Stonemason Ltd	Cemetery Lodge chimney repair
O P Apr 1	£2,548.80	£424.80	£2,124.00	Luke Grafton Stonemason Ltd	Cemetery Lodge chimney repair
O P Apr 2	£7,331.20		£7,331.20	Gales Building Conservation	Cemetery Chapel repointing
O P Apr 3	£896.00		£896.00	Clive Brown	Cemetery Lodge redecoration
O P Apr 4	£264.00	£44.00	£220.00	Churches Fire Security Ltd	Lodge workshop intruder alarm installation
O P Apr 4	£324.00	£54.00	£270.00	Churches Fire Security Ltd	Lodge workshop intruder alarm monitoring
O P Apr 5	£17.40	£2.90	£14.50	Bobs Tyres	Water bowser tyre repair
O P Apr 6	£535.43	£25.49	£509.94	British Gas	Gas Cemetery Lodge 16/2 - 18/3/23
O P Apr 7	£9,875.63	£1,645.94	£8,229.69	Knight Electrical	Christmas light repair/installation
O P Apr 8	£3,476.19		£3,476.19	SCC Pension Fund	Pension Contributions Mar 23
O P Apr 9	£2,833.04		£2,833.04	HM Revenue & Customs	Tax & NI Contributions Mar 23
O P Apr 10	£791.00	£131.83	£659.17	Drapes Direct	Cemetery Lodge blind installtion
9591	£500.00		£500.00	Somerset Farmers Market	Grant Award 2023/24
O P Apr 11	£250.00		£250.00	CUDOS	Grant Award 2023/24
O P Apr 12	£1,000.00		£1,000.00	Crewkerne & District Shed	Grant Award 2023/24
O P Apr 13	£949.00		£949.00	Citizens Advice South Somerset	Grant Award 2023/24
O P Apr 14	£200.00		£200.00	Crewkerne Tea Dance Group	Grant Award 2023/24
O P Apr 15	£1,000.00		£1,000.00	The Henhayes Centre	Grant Award 2023/24
O P Apr 16	£600.00		£600.00	Crewkerne in Bloom	Grant Award 2023/24
O P Apr 17	£750.00		£750.00	Crewkerne Heritage Centre	Grant Award 2023/24
O P Apr 18	£750.00		£750.00	Crewkerne Pegasus Karate Club	Grant Award 2023/24
O P Apr 19	£500.00		£500.00	Crewkerne Scout Group	Grant Award 2023/24
O P Apr 20	£500.00		£500.00	Merriott Majorettes	Grant Award 2023/24
O P Apr 21	£500.00		£500.00	Crewkerne Rugby Club	Grant Award 2023/24
DD31	£7.77	£1.29	£6.48	Iris Business Software Ltd	Payroll payslips software Feb 23
DD33 C.Card	£243.60	£40.60	£203.00	Display Sense	LIC magazine rack
DD42	£9.02	£0.43	£8.59	Edf Energy 1 Ltd	Electricity Cemetery Chapels 23/2 - 27/3/23
DD17c	£13.72	£0.65	£13.07	Edf Energy 1 Ltd	Electricity Street lighting Middle Path 19/2 - 21/3/23
DD23	£486.05	£81.01	£405.04	British Gas Business	Electricity Town Hall 20/2 - 20/3/23
DD33 C.Card	£150.00	£25.00	£125.00	SSDC	Car park season ticket SC 29/3 - 28/9/23
DD21	£83.64	£3.98	£79.66	British Gas Business	Electricity Happy Valley Floodlights 18/2 - 18/3/23
DD33 C.Card	£25.00		£25.00	The Menders	Keys for GRC
DD59	£2,690.60	£448.43	£2,242.17	British Gas Business	Gas GRC 8/3 - 27/3/23
DD49	£98.84	£16.47	£82.37	The Business	Fuel Mar 23
O P Apr 22	£2,970.00	£495.00	£2,475.00	Stuart Todd Associates Ltd	Neighbourhood Plan support
O P Apr 23	£686.40	£114.40	£572.00	Ocean Fire & Security	Cemetery Lodge intruder alarm installation
O P Apr 24	£20.00		£20.00	Brown, Clive	GRC toilet repair
O P Apr 24	£1,160.00		£1,160.00	Brown, Clive	Cemetery Lodge redecoration
O P Apr 25	£390.00		£390.00	Footprintz	Newsletter
O P Apr 26	£480.00	£80.00	£400.00	Everyys (formerly Stokes Partners)	Legal fees for termination of workshop lease
O P Apr 27	£1,457.67		£1,457.67	Active Learning & Skills	Provision of Youth Service Mar 23
O P Apr 28	£300.00		£300.00	Parkinson Partnership	VAT advice
O P Apr 29	£5.24		£5.24	Wilson, Daniel	Expenses
O P Apr 30	£7.83		£7.83	Goddard, Andy	Expenses
O P Apr 31	£36.45	£6.09	£30.36	Best M R	Materials for Cemetery Lodge kitchen
O P Apr 32	£800.00		£800.00	Stewart, Simon	Delivery of newsletters
O P Apr33	£1,029.49		£1,029.49	M C Commercial Cleaning	Cleaning Mar 23
O P Apr 33	£530.00		£530.00	M C Commercial Cleaning	Cleaning GRC Mar 23
O P Apr 34	£96.00	£16.00	£80.00	Paperchase Recycling	GRC general waste collection Feb/Mar 23
O P Apr 34	£67.20	£11.20	£56.00	Paperchase Recycling	Cemetery general waste collection Mar 23
O P Apr 35	£5,820.00	£970.00	£4,850.00	J N R Ltd	GRC Air conditioner installation 50% deposit
O P Apr 36	£79.20	£13.20	£66.00	Ocean Fire & Security	Monthly Fire/Intruder alarm/CCTV Apr 23
DD57	£278.47	£46.41	£232.06	British Telecom	GRC/Lodge workshop telephone & broadband
DD46	£104.88	£17.48	£87.40	Somerset Web Services Ltd	Email hosting Apr 23
DD55	£367.10		£367.10	Somerset Council	Council Tax Apr 23
DD51	£646.00		£646.00	Somerset Council	Rates GRC Apr 23
DD20	£312.80		£312.80	Somerset Council	Rates Cemetery Chapel/Chapel workshop Apr 23
DD2	£1,231.78		£1,231.78	Somerset Council	Rates Town Hall/Victoria Hall Apr 23
DD13	£1,562.29		£1,562.29	Aviva	Insurance Apr 23
DD6	£121.58	£20.26	£101.32	PHS	Town Hall sanitary disposal 13/4 - 12/10/23
DD56	£607.92	£101.32	£506.60	PHS	GRC sanitary disposal 13/4 - 12/10/23

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

ACCOUNTS FOR PAYMENT - APRIL 24th 2023

Checked by: M. BEST

Date: 15/4/2023

DD17a	£57.14	£2.72	£54.42	Edf Energy 1 Ltd	Electricity Street lighting Happy Valley 1/1 - 31/3/23
DD50	£1,056.68	£176.12	£880.56	British Gas Business	Electricity GRC 1/3 - 31/3/23
DD47	£48.73	£8.12	£40.61	Biffa	Grounds Maint skip hire Mar 23
DD17b	£15.74	£0.75	£14.99	Edf Energy 1 Ltd	Electricity Street lighting Henhayes 19/2 - 30/3/23
DD27	£345.79	£16.47	£329.32	E. O N	Electricity Victoria Hall 1/3 - 31/3/23
DD48	£6.06	£0.29	£5.77	E. O N	Electricity Grounds workshop 26/9 - 30/9/22
DD	£129.02	£21.50	£107.52	British Gas Business	Gas GRC 28/3 - 31/3/23
DD31	£17.38	£2.90	£14.48	Iris Business Software Ltd	Payroll Auto Enrolment software Mar 23
DD48	£57.74	£2.75	£54.99	E. O N	Electricity Grounds Workshop Mar 23
DD54	£82.99		£82.99	Water2Business	Water rates Grounds Workshop 23/11/22 - 31/3/23
O P Apr 37	£107.35	£17.89	£89.46	Bradfords	Fence posts for Henhayes container/adhesive/masks
O P Apr 38	£10.64	£1.77	£8.87	Bradfords	Timber for Chapel workshop
O P Apr 38	£12.48	£2.08	£10.40	Bradfords	Padlock
O P Apr 38	£184.02	£30.67	£153.35	Bradfords	Materials for Chapel workshop shelving
O P Apr 38	£11.88	£1.98	£9.90	Bradfords	Materials for Chapel workshop
O P Apr 38	£43.06	£7.18	£35.88	Bradfords	Timber for Chapel workshop
O P Apr 38	£50.88	£8.48	£42.40	Bradfords	Makita case
O P Apr 38	£26.07	£4.34	£21.73	Bradfords	Decorating materials - Grounds workshop
O P Apr 38	£52.67	£8.78	£43.89	Bradfords	Decorating materials Grounds workshop
O P Apr 38	£5.94	£0.99	£4.95	Bradfords	Decorating materials Grounds workshop
O P Apr 39	£1,860.00	£310.00	£1,550.00	Fern Garden Tree Services	Cemetery grass cutting Mar 23
O P Apr 40	£551.89	£91.98	£459.91	Prism	Toilet roll/hand towel/paper
O P Apr 41	£1,384.60		£1,384.60	S J Carpets & Flooring	Cemetery Lodge flooring
O P Apr 42	£448.72		£448.72	Brown, Clive	Cemetery Lodge redecoration
O P Apr 43	£450.00	£75.00	£375.00	Allen Computer Services	Computer upgrades
O P Apr 44	£349.55	£58.26	£291.29	Loxston Groundcare Ltd	Service of Grasshopper mower
O P Apr 44	£810.65	£135.11	£675.54	Loxston Groundcare Ltd	Service of Ferris mower
O P Apr 45	£3,018.71		£3,018.71	Groundwork UK	Return of unspent Neighbourhood plan funding
O P Apr 46	£2,568.00	£428.00	£2,140.00	Allen Computer Services	Annual IT support plan
DD53	£26.76	£4.46	£22.30	O2	Mobile Wifi Mar 23
DD33 C.Card	£300.00	£50.00	£250.00	Somerset Council	Car park season ticket KS, PH
DD22	£6.83	£1.88	£4.95	British Gas	Gas Victoria Hall 14/11 - 12/4/23
DD9	£61.98	£10.33	£51.65	Southern Communcations	Mobile phone charges Apr 23
DD43	£13.28		£13.28	Lloyds Bank	Bank charges Mar 23
DD26	£244.77	£11.65	£233.12	British Gas Business	Gas Town Hall 2/3 - 31/3/23
DD52	£374.93	£62.49	£312.44	Gamma Business Communication	Telephone & broadband Mar 23
	£10,510.04		£10,510.04	Salaries	April 2023
Total	£89,418.20	£6,840.12	£82,573.08		

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

CREWKERNE TOWN COUNCIL BANK RECONCILIATION AS AT 31/03/023			
	Cash in Hand 01/04/2022		£166,570.33
	ADD		
	Receipts 01/04/2022 - 31/03/2023		£758,316.21
	SUBTRACT		
	Payments 01/04/2022 - 31/03/2023		£571,339.26
<b>A</b>	<b>CASH IN HAND 31/03/23</b> (per Cash Book)		<b>£353,547.28</b>
	Cash in Hand per Bank Statements 28th February 2023		
	LLOYDS - Business Call Account	£195,954.79	
	LLOYDS - Current Account	£50,000.00	
	LLOYDS - Burial Account	£107,592.49	
	Wednesday Market Cash Float	£0.00	
			£353,547.28
	Less unrepresented cheques		
			£0.00
	Plus unrepresented receipts		
<b>B</b>	<b>ADJUSTED BANK BALANCE</b>		<b>£353,547.28</b>
	<b>A = B Checks out OK</b>		
	Town Clerk: ..... Date: ..... <i>V. Sheehan</i> <i>3rd April 2023</i>		
	Checked by: ..... Date: ..... <i>M. BEST</i> <i>18/4/2023</i>		