

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 28 April 2025**, starting at 18.45, in the Council Chamber, Town Hall, Market Square, Crewkerne for the purpose of transacting the business outlined on the agenda below.

Notes:

- The recording of the meeting will be uploaded for members of the public who wish to view it via the following link: <https://www.youtube.com/channel/UCTA9K-7L4Onjcli2Gtz7tCg>.
- Members of the public requiring assistance or reasonable adjustments to aid their attendance at council meetings are asked to contact the Council Offices in advance using the above contact details. Documents are available in large print by request.
- Recording of meetings is permitted under the Openness of Local Government Bodies Regulations 2014; please refer to the Council's Policy on Audio/Visual Recording & Photography at Meetings ([Recording-Meetings-policy-Feb-2022.pdf \(crewkerne-tc.gov.uk\)](#)).
- Public participation is welcome during the allocated Public Open Forum session, please refer to Section 3 of the Council's Standing Orders ([Standing-Orders-May-2024.pdf \(crewkerne-tc.gov.uk\)](#)).

Katharine Sheehan FSLCC, Town Clerk (signed on original)
22 April 2025

Agenda

- 173/2425 To receive and approve apologies for absence.**
a. To record members present:
Schedule 12 of the Local Government Act 1972 requires:
 - a record be kept of the members in attendance.
 - this record forms part of the minutes of the meeting.
 - Members who are unable attend a meeting should tender apologies in advance to the Town Clerk and the grounds for apologies tendered will also be recorded.b. To approve any apologies for absence:
Section 85(1) of the Local Government Act 1972 requires:
 - Members present to decide if the reason(s) for a member's absence are acceptable.
- 174/2425 To receive declarations of pecuniary or personal interests in items on the agenda and any dispensations.**
The Localism Act 2011 and the Council's Code of Conduct requires:
 - Members to declare any interests not currently recorded in the Member's Register of Interests or not notified to the Monitoring Officer of it.
 - Requests for Dispensations should be made in writing to the Clerk in advance of the meeting.
- 175/2425 To approve the minutes of the Town Council meeting held on 24 March 2025.**
- 176/2425 Public 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. The Mayor reserves the right to vary or extend these time limits.

- 177/2425** **To receive reports from:**
- a) Somerset Council.
 - b) Crewkerne & Ilminster Local Community Network.
 - c) Crewkerne Neighbourhood Policing Team.
- 178/2425** **Clerk's progress report:** to receive a verbal update report (for information only).
- 179/2425** **Finance & Procedure:**
- a) To approve the accounts for payment for April 2025 as listed.
 - b) To report the bank reconciliation for March 2025 has been completed.
 - c) To note the monthly accounts for the War Memorial Commemoration Trust have been checked.
 - d) To consider a grant application from the Bluebirds Theatre Company.
- 180/2425** **Planning:** to consider applications requiring comment before the next Planning and Highways Committee meeting:
- a) **25/00546/HOU 11 Langmead Road Crewkerne Somerset TA18 8DY**
Single storey extension, raised patio at the rear and conversion of existing double garage into habitable space
 - b) **25/00840/TPO 8 Jasmine Close Crewkerne Somerset TA18 7DB**
Notification only - Application to carry out Tree Surgery Works to No. 2 Trees as shown within the South Somerset District Council (CREW 1) 1988 and (CREW 1) 2007 Tree Preservation Orders. T1 Field Maple – Crown Reduction and T2 Crab Apple – Crown Reduction.
 - c) **25/00741/HOU 12 Church Street Crewkerne Somerset TA18 7HU**
Proposed single storey rear extension; Alterations to house and alterations to outbuilding
 - d) **25/00742/LBC 12 Church Street Crewkerne Somerset TA18 7HU**
Proposed single storey rear extension; Alterations to house and alterations to outbuilding
 - e) **25/00772/DOC1 Westover House Poples Well Crewkerne Somerset TA18 8ES**
Notification only – Discharge of conditions Numbers 3 (Repointing) and 4 (Stone Sample Panel and Mortar) of planning application 21/02651/LBC
 - f) **25/00703/DOC2 2 The Pyjama Factory Abbey Street Crewkerne Somerset TA18 7HY**
Notification only – Discharge of conditions No. 4 (Allocation Certificate) of planning application 24/01166/COU
 - g) **25/00878/NMA Crewkerne Key Site 1 Land East of Crewkerne Between A30 and A356 Yeovil Road Crewkerne Somerset TA18 7HE**
Notification only - Non-Material Amendment to planning permission 21/03005/S73 (as amended by 21/01152/NMA, which amended 19/03482/S73 and 05/00661/OUT) for the realignment of the western footway, minor changes to the layout of the carriageway and removal of two lime trees.
 - h) **25/00879/NMA Crewkerne Key Site 1 Land East of Crewkerne Between A30 and A356 Yeovil Road Crewkerne Somerset TA18 7HE**
Please note the validation date of 7th July 2025
Notification only - Non-Material Amendment to planning permission 19/03483/S73 (as amended by 21/01152/NMA and which amended 14/02141/OUT) for the realignment of the western footway, minor changes to the layout of the carriageway and removal of two lime trees.
- 181/2425** **Public Space Protection Orders (PSPO):** To consider a response to a consultation from Somerset Council.
- 182/2425** **Newsletter:** to review current arrangements and consider trialling a digital monthly bulletin.
- 183/2425** **Council Plan Refresh:** to receive initial feedback from the consultation on the Council Action Plan.
- 184/2425** **Ashlands Primary School:** to note that this listing as an Asset of Community Value has expired, and consider whether to reapply.

185/2425 **Water Mark status 2026:** to confirm that Crewkerne has been allocated a place on the Wessex Water WaterMark Scheme for 2026.

186/2425 **To receive the following minutes and approve any recommendations contained therein:**

- a) Planning and Highways Committee 10 March 2025.
- b) Amenities Committee 10 March 2025.
- c) Joint Burial Committee 4 February 2025.
- d) Youth Service Steering Group 27 January 2025.
- e) Neighbourhood Plan Steering Group 25 February 2025.
- f) Staffing sub-Committee 27 September 2024 and 12 April 2024.
- g) Reports from Town Council representatives to outside bodies.

187/2425 **To receive Matters of Report** (verbal reports for information only).

188/2425 **Next meeting:** Monday 19 May 2025, 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 – Commercially sensitive information.

ACCOUNTS FOR PAYMENT - 28th April 2025

Checked by:.....

Date:

O P Apr 47	£632.50		£632.50	M C Commercial Cleaning	GRC Cleaning Mar 25
O P Apr 48	£570.00		£570.00	Oscars Wine Bar	Mayors civic event buffet
O P Apr 49	£160.93	£24.11	£136.82	Cross, A	Refreshments
O P Apr 50	£289.01	£48.17	£240.84	Gordon Morris	Victoria Hall hearing loop testing
O P Apr 51	£72.00	£12.00	£60.00	The Window Man	GRC door lock installation
O P Apr 52	£10.68		£10.68	Hewitt P	Expenses
O P Apr 53	£1,032.00	£172.00	£860.00	Somerset Forge Ltd	Fingerpost reburbishment
O P Apr 54	£2,046.00	£341.00	£1,705.00	Fern Garden Tree Services	Cemetery grass cutting Mar 25
O P Apr 55	£1,188.16	£197.76	£990.40	Croft Surveyors	Bincombe wall maintenance
O P Apr 56	£350.00		£350.00	Brynley Andrews Associates	Ash die back tree survey
O P Apr 57	£4,064.40	£677.40	£3,387.00	Allen Computer Services	IT support 1/4/25 - 31/3/26
O P Apr 58	£27.94	£4.66	£23.28	Yarcombe Woodland Products Ltd	Timber
O P Apr 58	£28.80	£4.80	£24.00	Yarcombe Woodland Products Ltd	Timber
O P Apr 59	£58.18	£9.70	£48.48	Bradforbs	Grounds PPE
O P Apr 60	£14.75		£14.75	James Hardware	Sundries
O P Apr 61	£408.00	£68.00	£340.00	Fern Garden Tree Services	Hedge flailing Barn Street rec
O P Apr 62	£780.00	£130.00	£650.00	Greenslade Taylor Hunt	Valuation fees - Severalls Hall
O P Apr 63	£955.30		£955.30	Awe & Wonder	Art workshops Mar 25
O P Apr 64	£1,577.92		£1,577.92	Active Learning & Skills	Provision of Youth service Mar 25
O P Apr 65	£3,250.00		£3,250.00	Society of Local Council Clerks	Clerks qualification
O P Apr 66	£114.00	£19.00	£95.00	Sovereign Fire & Security Ltd	GRC Intruder/Fire alarm/CCTV maint May 25
O P Apr 67	£105.00		£105.00	Institute of Cemetery & Crematorium	Membership fees 2025/26
O P Apr 68	£264.00	£44.00	£220.00	Elswoods Cleaning Supplies	Refuse sacks
O P Apr 69	£1,960.66		£1,960.66	Somerset Association of Local Councils	Affiliation fees 2025/26
O P Apr 70	£349.92	£58.32	£291.60	Churches Fire & Security	Chapel workshop intruder alarm maint 2025/26
DD17b	£16.62	£0.79	£15.83	Edf Energy 1 Ltd	Electricity Street lighting Henhayes Mar 25
DD17a	£75.95	£3.62	£72.33	Edf Energy 1 Ltd	Electricity Street lighting Happy Valley 1/1 - 31/3/25
DD17c	£18.52	£0.88	£17.64	Edf Energy 1 Ltd	Electricity Street lighting Middle Path Mar 25
DD50	£977.38	£162.90	£814.48	E. O N	Electricity GRC Mar 25
DD33 C.Card	£9.65	£1.61	£8.04	Amazon Marketplace	Key rings
DD33 C.Card	£3.92	£0.66	£3.26	Amazon Marketplace	Dot stickers
DD33 C.Card	-£1.67	-£0.28	-£1.39	Amazon Marketplace	CREDIT delivery
DD33 C.Card	£5.11	£0.86	£4.25	Amazon Marketplace	File divider
DD33 C.Card	£14.07	£2.35	£11.72	Amazon Marketplace	Ring binders
DD33 C.Card	£165.00	£27.50	£137.50	Somerset Council	Car park season ticket
DD30	£200.55	£9.55	£191.00	British Gas Business	Electricity Public toilets 19/2 - 18/3/25
DD21	£26.27	£1.25	£25.02	British Gas Business	Electricity Happy Valley floodlights 23/2 - 23/3/25
DD23	£214.39	£10.21	£204.18	British Gas Business	Electricity Town Hall 20/2 - 20/3/25
DD42	£18.84	£0.90	£17.94	British Gas Business	Electricity Workshop/Cemetery Chapel 26/2 - 29/3/25
DD49	£138.43	£23.07	£115.36	The Business	Fuel Mar 25
DD59	£769.94	£128.32	£641.62	British Gas Business	Gas GRC 17/2 - 20/3/25
DD26	£142.79	£6.80	£135.99	British Gas Business	Gas Town Hall Mar 25
DD57	£269.75	£44.96	£224.79	British Telecom	Telephone & broadband GRC/Lodge office Apr 25
DD33 C.Card	£330.00	£55.00	£275.00	Somerset Council	Parking permits
DD33 C.Card	£6.64	£1.17	£5.47	Amazon Marketplace	Key tags
DD33 C.Card	£12.34	£2.17	£10.17	Amazon Marketplace	Mouse mat
DD33 C.Card	£4.84		£4.84	Amazon Marketplace	Address labels
DD33 C.Card	£18.99	£3.18	£15.81	Amazon Marketplace	Certificate frames
DD33 C.Card	£11.82	£1.97	£9.85	Amazon Marketplace	File holder
DD33 C.Card	£13.14	£2.19	£10.95	Amazon Marketplace	Laminating pouches
DD33 C.Card	£32.00		£32.00	The Menders	Keys
DD13	£1,752.93		£1,752.93	Aviva	Insurance Apr 25
DD20	£312.80		£312.80	Somerset Council	Rates Workshop/Cemetery Chapel Apr 25
DD51	£646.00		£646.00	Somerset Council	Rates GRC Apr 25
DD2	£1,357.75		£1,357.75	Somerset Council	Rates Town Hall/Victoria Hall Apr 25
DD55	£515.75		£515.75	Somerset Council	Rates Lodge office Apr 25
DD46	£129.60	£21.60	£108.00	Somerset Web Services	Email hosting Apr 25
O P Apr 71	£2,000.00		£2,000.00	D.W.Hyett & Sons	Cemetery paths
O P Apr 72	£30,739.92	£5,123.32	£25,616.60	Luke Grafton Stonemason Ltd	Lodge office repointing & guttering
O P Apr 73	£138.07	£23.01	£115.06	Castle Gardens	Bedding plants
O P Apr 74	£200.00		£200.00	Strawberry Jam Entertainment	Wednesday market entertainment - Balance

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

ACCOUNTS FOR PAYMENT - 28th April 2025

Checked by:.....

Date: 22/4/25.....

Payment Ref	Gross	Vat	Net	Payee	Description
DD31	£21.60	£3.60	£18.00	Iris Software Ltd	Payroll Software Feb 25
O P Apr 1	£450.00		£450.00	Society of Local Council Clerks	Qualification fee - Deputy Clerk
O P Apr 2	£80.00		£80.00	Crewkerne in Bloom	Hanging baskets
O P Apr 3	£390.00	£65.00	£325.00	Relay Electrical Services	New electrical sockets
O P Apr 4	£50.40	£8.40	£42.00	Paperchase Recycling	Cemetery general waste collection 3/2 - 2/3/25
O P Apr 4	£86.40	£14.40	£72.00	Paperchase Recycling	GRC general waste collection 3/2 - 2/3/25
O P Apr 5	£140.00		£140.00	We Clean Windows Ltd	GRC windwo cleaning
O P Apr 6	£1,700.00		£1,700.00	Gutta Sucka South West	Gutter cleaning
O P Apr 7	£825.00		£825.00	Jason Sturgess Photography	Ariel drone photography
O P Apr 8	£18.00	£3.00	£15.00	Arien Signs Ltd	Dog signs
O P Apr 8	£571.20	£95.20	£476.00	Arien Signs Ltd	Signs
DD48	£40.90	£1.95	£38.95	British Gas Business	Electricity Lodge office 11/2 - 11/3/25
DD60	£309.62	£14.74	£294.88	British Gas Business	Gas Lodge office 11/2 - 11/3/25
DD33 C.Card	£109.79	£18.30	£91.49	Agrigem	Weed killer
DD44	£680.92		£680.92	Everfow Ltd	Water Rates Mar 25
DD22	£8.02	£0.38	£7.64	British Gas Business	Gas Victoria Hall 17/2 - 17/3/25
O P Apr 26	£200.00		£200.00	Strawberry Jam Entertainment	Wednesday market entertainment - Deposit
O P Apr 27	£351.00		£351.00	Crewkerne in Bloom	Hanging baskets
O P Apr 28	£401.20	£66.87	£334.33	Boilerman	Public toilet sink replacement
O P Apr 29	£300.00		£300.00	Somerset Association of Local Councils	Training course - Deputy Clerk
O P Apr 30	£363.10	£60.52	£302.58	Castle Gardens	Bedding plants
O P Apr 31	£29.46	£4.91	£24.55	Elswoods Cleaning Supplies	Sundries
O P Apr 32	£4,194.78		£4,194.78	SCC Pension Fund	Pension Contributions Mar 25
O P Apr 33	£3,464.18		£3,464.18	HM Revenue & Customs	Tax & NI Contributions Mar 25
O P Apr 34	£78.51		£78.51	James Hardware	Sundries
O P Apr 35	£2,186.69	£364.45	£1,822.24	Fern Garden Tree Services	Tree planting Barn Street Rec
O P Apr 25	£328.80	£54.80	£274.00	Sovereign Fire & Security Ltd	Fire extinguishers Lodge office
O P Apr 38	£494.40	£82.40	£412.00	Fern Garden Tree Services	Cemetery mole clearance
O P Apr 39	£2,154.00	£359.00	£1,795.00	Somerset Wildlife Trust Consultancy	Landscape ecological management plan Bincombe
O P Apr 40	£2,106.00	£351.00	£1,755.00	David Olgilvie Engineering	War memorial bench
O P Apr 41	£612.00	£102.00	£510.00	ARB Tree & Garden services	Bincombe allotment tree clearance
O P Apr 41	£690.00	£115.00	£575.00	ARB Tree & Garden services	Bincombe allotment tree clearance
O P Apr 42	£27.90		£27.90	Samuel, A	Expenses
O P Apr 43	£55.65		£55.65	Sheehan, K	Expenses
O P Apr 10	£650.00		£650.00	Crewkerne in Bloom	Grant Award 2025/26
O P Apr 11	£500.00		£500.00	Henhayes Centre	Grant Award 2025/26
O P Apr 14	£1,000.00		£1,000.00	Crewkerne & District Shed	Grant Award 2025/26
O P Apr 23	£900.00		£900.00	Somerset Activity & Sports Part	Grant Award 2025/26
O P Apr 36	£150.00		£150.00	Crewkerne Timebank	Grant Award 2025/26
O P Apr 37	£1,000.00		£1,000.00	Crewkerne Boxing Club	Grant Award 2025/26
O P Apr 13	£1,052.00		£1,052.00	Citizens Advice Somerset	Grant Award 2025/26
O P Apr 18	£200.00		£200.00	Crewkerne Gardening Club	Grant Award 2025/26
O P Apr 15	£1,000.00		£1,000.00	Pegasus Karate Club	Grant Award 2025/26
O P Apr 21	£300.00		£300.00	Friends of Crewkerne Station	Grant Award 2025/26
O P Apr 24	£700.00		£700.00	Crewkerne RFC - Youth	Grant Award 2025/26
O P Apr 9	£500.00		£500.00	Crewkerne Heritage Centre	Grant Award 2025/26
O P Apr 17	£350.00		£350.00	Severalls War Memorial Gardening G	Grant Award 2025/26
O P Apr 22	£500.00		£500.00	Crewkerne Allotment Team	Grant Award 2025/26
O P Apr 12	£500.00		£500.00	Merriott Majorettes	Grant Award 2025/26
O P Apr 16	£250.00		£250.00	CUDOS	Grant Award 2025/26
O P Apr 19	£500.00		£500.00	Crewkerne & District Twinning	Grant Award 2025/26
DD6	£1,207.84	£201.31	£1,006.53	PHS	GRC Sanitary disposal 13/4 - 12/10/25
DD6	£466.20	£77.70	£388.50	PHS	Public toilets sanitary/sharps disposal 13/4 - 12/10/25
DD6	£74.33	£12.39	£61.94	PHS	Cemetery lodge sanitary disposal 13/4 - 12/10/25
DD6	£241.56	£40.26	£201.30	PHS	Town sanitary disposal 13/4 - 12/10/25
O P Apr 44	£6,862.71		£6,862.71	West Crewkerne Parish Council	Return of held Cemetery reserves
DD33 C.Card	£44.84	£7.47	£37.37	Temu	Wednesday market flag
O P Apr 45	£5,548.80	£924.80	£4,624.00	Stuart Todd Associates Ltd	Neighbourhood Plan support
O P Apr 46	£62.59	£6.24	£56.35	Hughes, G	Expenses
O P Apr 47	£905.00		£905.00	M C Commercial Cleaning	Cleaning Mar 25

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

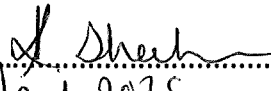

ACCOUNTS FOR PAYMENT - 28th April 2025

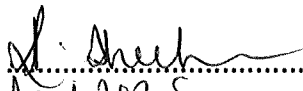
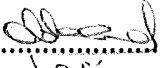
Checked by: 

Date: 22/4/25

O P Apr 75	£759.60	£126.60	£633.00	Dantek Environmental Services (UK) L	Water hygiene monitoring
O P Apr 76	£435.00	£72.50	£362.50	Brimsmore Gardens	Bedding plants
O P Apr 77	£2,000.00		£2,000.00	Jason Bellenger Tree Surveys	Cemetery tree survey
DD43	£22.36		£22.36	Lloyds Bank	Bank charges Mar 25
DD27	£669.25	£31.87	£637.38	Smartest Energy	Electricity Victoria Hall Mar 25
DD33 C.Card	£21.16	£3.54	£17.62	Amazon Marketplace	Certificate frame/batteries
DD9	£70.13	£11.69	£58.44	Southern Communications	Mobile phone charges Apr 25
DD52	£318.58	£53.10	£265.48	Gamma Business Communications	Telephone & broadband Apr 25
	£12,292.01		£12,292.01	Salaries	Apr-25
Total	£127,171.73	£10,825.87	£116,345.86		

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

	CREWKERNE TOWN COUNCIL			
	BANK RECONCILIATION AS AT 31/3/2025			
	Cash in Hand 01/04/2024			£382,829.46
	ADD			
	Receipts 01/04/2024 - 31/3/2025			£795,969.40
	SUBTRACT			
	Payments 01/04/2024 - 31/3/2025			£727,175.89
A	CASH IN HAND 31/3/2025			£451,622.97
	(per Cash Book)			
B	Cash in Hand per Bank Statements 31st March 2025			
	LLOYDS - Business Call Account	£210,447.99		
	LLOYDS - Current Account	£50,000.00		
	LLOYDS - Burial Account	£91,175.98		
	CCLA - Public Sector Deposit Fund	£100,000.00		
				£451,623.97
	Less unpresented cheques			
	9599	£1.00		£1.00
	Plus unpresented receipts			
	ADJUSTED BANK BALANCE			£451,622.97
	A = B Checks out OK			
	Town Clerk: 			
	Date: 7th April 2025			
	Checked by: 			
	Date: 22/4/25			

	<p>CREWKERNE TOWN COUNCIL WAR MEMORIAL COMMEMORATION TRUST RECREATION GROUND BANK RECONCILIATION AS AT 31/3/2025</p> <p>Cash in Hand 01/04/2024 ADD Receipts 01/04/2024 - 31/3/2025 SUBTRACT Payments 01/04/2024 - 31/3/2025</p> <p>A CASH IN HAND 31/3/2025 (per Cash Book)</p>		<p>£197.17</p> <p>£7,727.03</p> <p>£5,844.97</p> <p>£2,079.23</p>
<p>B</p>	<p>Cash in Hand per Bank Statements 31st March 2025</p> <p>LLOYDS - Instant Access Account LLOYDS - Current Account</p> <p>Less unpresented cheques</p> <p>Plus unpresented receipts</p> <p>ADJUSTED BANK BALANCE</p> <p>A = B Checks out OK</p> <p>Town Clerk:  Date: <u>4th April 2025</u></p> <p>Checked by:  Date: <u>27/4/25</u></p>	<p>£0.00 ✓ £2,079.23 ✓</p>	<p>£2,079.23</p> <p>£0.00</p> <p>£2,079.23</p>

Report subject	Public Space Protection Orders: to consider a response to Somerset Council's consultation.
Committee name	Full Council
Meeting date	Monday 28 th April 2025
Report author	Katharine Sheehan FSLCC, Town Clerk
Report contact details	townclerk@crewkerne-tc.gov.uk
Consultees	N/A
Decision required?	Yes

1. Purpose

1.1 To determine a Town Council response to the Somerset Council consultation on dog fouling and dogs on leads by order.

2. Background information

2.1 Somerset Council is currently seeking responses for renewing two Public Space Protection Orders (PSPOs). The first relates to Ninesprings in Yeovil. However, the second relates to dog fouling and dogs on leads by order in South Somerset.

2.2 The full details of the second consultation can be found here:

<https://somersetcouncil.citizenspace.com/comms/pspo-somerset-south-dog-fouling>

2.3 Somerset Council is seeking views on whether the provisions of the orders should be extended or lifted for three years. Views must be submitted by 5th May 2025.

3. Detailed Consideration

3.1 The proposed order covers two principal areas. Firstly, that a person in charge of a dog in the area covered by the order must remove dog faeces from the area unless a 'reasonable excuse' applies. Details of these exceptions can be found via the link above.

3.2 Secondly, it would provide that a personal in charge of a dog in the area covered by the order must put and keep the dog on a lead if directed to do so by a police officer, PCSO, or authorised council officer.

4. Financial implications

4.1 None, all costs of preparing the order are borne by Somerset Council.

5. Equalities considerations

5.1 Exemption relating to certain disabilities are listed as part of the order.

6. Crime and Disorder considerations

6.1 Public health considerations relating to the removal of dog excrement.

6.2 The dogs on leads order is designed to protect the public, other animals and wildlife from nuisance or harassing behaviour by a dog.

7. Council Action Plan objectives supported

None.

8. Recommendation

- | |
|--|
| 8.1. It is recommended that Council AGREES to submit a response to the consultation supporting the extension of the PSPO restrictions for the maximum time (3 years). |
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Report subject	Newsletter: to consider current arrangements and alternative email newsletter provision.
Committee name	Full Council
Meeting date	Monday 28 th April 2025
Report author	Katharine Sheehan FSLCC, Town Clerk / Gemma Hughes Deputy Town Clerk
Report contact details	townclerk@crewkerne-tc.gov.uk
Consultees	N/A
Decision required?	Yes

1. Purpose

To improve communication with residents by sharing updates, news, and community information more efficiently.

2. Background information

The Council currently delivers a hard copy newsletter to every household on a six monthly basis, alternating this with editions made available for collection from various town centre locations.

- Full household delivery: 3,500 copies at a cost of £420 per edition.
- Alternate editions: Printed in quantities of approximately 300 for pick up from town centre locations.

3. Detailed Consideration

Introducing an e-newsletter could complement or gradually replace the printed version, reducing costs and environmental impact. It would allow for more frequent and flexible communication with residents, reaching those who prefer digital updates while still catering to those who value a printed copy. Over time, this approach could improve engagement, streamline distribution, and offer measurable insights into readership and community interests.

4. Financial implications

There would be a nominal cost in setting up a 'subscribe to our monthly newsletter' form on the website.

Additionally, the provider for the newsletter would cost £15.39 p/m.

5. Equalities considerations

Improves access to local information. Alternative formats can be provided.

6. Crime and Disorder considerations

n/a.

7. Council Action Plan objectives supported

Supports strand 6, public engagement but is not specifically identified. Potential to add to refreshed plan.

8. Recommendation

- 8.1. It is recommended that Council **AGREES**:
- a) To gradually introduce an e-newsletter alongside the printed version, allowing for a phased transition and wider engagement.
 - b) To consider, on a quarterly basis, whether an online-only newsletter is appropriate, based on audience reach, engagement, and cost-effectiveness.

Report subject	Council Plan Refresh: to receive initial feedback from the consultation on the Council Action Plan.
Committee name	Full Council
Meeting date	Monday 28 th April 2025
Report author	Katharine Sheehan FSLCC, Town Clerk
Report contact details	townclerk@crewkerne-tc.gov.uk
Consultees	Members of the public
Decision required?	No

1. Purpose

1.1 To consider feedback from the Community Engagement event and determine next steps.

2. Background information

2.1 The original Council Action Plan was written in 2023, designed as a four-year rolling action plan to assist with financial planning and organisational planning tool.

2.2 2025 marks the midpoint of the original plan and so the Council agreed to seek public input ahead of a Plan refresh exercise.

2.3 Members of the public attending the recent Community Engagement Event were invited to complete feedback forms to help inform the refresh process.

2.4 Despite a high turnout to the event (in excess of 80 people), little feedback was given.

2.5 The consultation board will be displayed for a further two weeks in the LIC to gather additional feedback with supporting publicity on social media.

3. Detailed Consideration

3.1 The four-year strategic plan has served as an important roadmap for Crewkerne Town Council since it was written in 2023. It has identified a vision for the town set against clear priorities, actions, and outcomes. It allows the council to move beyond reactive decision-making and instead operate with long-term focus, clarity, and purpose. By setting out shared goals across key areas, the plan helps guide budget allocation, staff resources, and partnership efforts in a coherent and coordinated way.

3.2 A strategic plan also provides a framework for accountability—enabling councillors, staff, and residents to understand what the council is working toward and how success will be measured. While a four-year window allows for consistency and progress,

circumstances inevitably change—economically, socially, environmentally, or politically. By refreshing the strategic plan periodically, the council remains responsive to new challenges, emerging opportunities, and shifts in community needs. This ensures the plan stays relevant and realistic, without losing sight of the long-term vision.

3.3 A refresh also provides an opportunity to celebrate progress, engage the community, and reaffirm commitment to key priorities.

3.4 The next plan refresh will coincide with 2027 elections, giving the new council an opportunity to review and plan for the future.

4. Financial implications

4.1 Budgetary implications are outlined in the plan and used to inform each year's budget setting process.

4.2 Some officer time is required to update the plan.

5. Equalities considerations

Plan and supporting documents to be made available in other formats where required.

6. Crime and Disorder considerations

Decisions taken relating to Plan objectives to be assessed against crime and disorder considerations.

7. Council Action Plan objectives supported

11.3 Review Council Action Plan regularly.

8. Recommendation

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| 8.1. It is recommended that Council NOTES progress to date and will look to adopt the updated Plan at a future meeting. |
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Report subject	Ashlands Primary School: to note that this listing as an Asset of Community Value (ACV) has expired and consider whether to reapply.
Committee name	Full Council
Meeting date	28 th April 2025
Report author	Katharine Sheehan FSLCC, Town Clerk
Report contact details	townclerk@crewkerne-tc.gov.uk
Consultees	None
Decision required?	Yes

1. Purpose

1.1 To consider whether to apply to Somerset Council to have Ashlands School relisted as an Asset of Community Value (ACV).

2. Background information

2.1 On 2nd April 2025, Crewkerne Town Council was notified that the listing of Ashlands Primary School building as an ACV had expired.

2.2 Council is able to reapply if Councillors are minded to do so.

3. Detailed Consideration

When CTC first applied to have the school added to the ACV register, the application read as follows:

“The building lends itself to use as a community building, incorporating a community hall with associated facilities. This would provide a variety of community uses, including:

- pre-school centre
- arts/crafts centre
- venue for a youth service
- day centre for the elderly

The forthcoming major housing development (known as CLR) will essentially shift the centre of gravity of the town to the north, increasing the importance of having a community building on the northern side of the town, which Ashlands school is.”

4. Financial implications

There are no financial implications to apply for the school to be added to the register.

5. Equalities considerations

None.

6. Crime and Disorder considerations

None.

7. Council Action Plan objectives supported

None.

8. Recommendation

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| 8.1 | It is recommended that Council AGREES to reapply to list Ashlands Primary School as an Asset of Community Value and delegates all necessary arrangements to the Town Clerk/Deputy Clerk. |
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Report subject	Watermark Town status 2026: to confirm Crewkerne's place on the 2026 scheme.
Committee name	Full Council
Meeting date	28 th April 2025
Report author	Katharine Sheehan FSLCC
Report contact details	townclerk@crewkerne-tc.gov.uk
Consultees	Wessex Water
Decision required?	Yes

1. Purpose

1.1 To note that Crewkerne has been offered a place on the Watermark Town scheme for 2026.

2. Background information

2.1 Following recent engagement sessions held by Wessex Water at the Local Information Centre, Town Hall, Crewkerne has been offered a place on the Watermark Town scheme for 2026.

2.2 Each year five towns are invited to take part in this programme which results in Watermark accreditation. 2025 is the first full year of the programme, and Crewkerne would be one of the five towns taking part in 2026. Full details of this are included below.

3. Detailed Consideration

3.1 Further information from Wessex Water:

To gain Watermark Town status, your town will need to commit to the promotion of the 'Raising Awareness' activities and commit to at least three 'Taking Action' activities over at least a 12-month period.

This will likely require some local officer time to support, however, we commit to supporting these local campaigns over the initial 12 months.

We will provide:

- local data and information
- 'Watermark Town' marketing materials bespoke to your local area
- ready-to-go social media content
- funding up to £5,000 for local projects and events for the local community.

3.2 The actions range from installing water butts/rain saving devices, holding more Wessex Water drop-in sessions, to encouraging local schools to participate in water saving educational sessions. Free advice including water audits for community buildings is provided. Funding for projects may also be available.

4. Financial implications

None, other than some officer time.

5. Equalities considerations

Improves access to information for all.

6. Crime and Disorder considerations

None.

7. Council Action Plan objectives supported

To be added to refreshed Council Plan.

8. Recommendation

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| <p>8.1. It is RECOMMENDED that Council confirms its intention to work towards obtaining Watermark status for Crewkerne in 2026 and delegates all arrangements to the Town Clerk/Deputy Clerk.</p> |
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