

Councillors are hereby summoned, and members of the public and press are invited, to attend an Extraordinary Meeting of the **Full Council** to be held on **Friday 8th August 2025**, starting at 18.30, 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-7L40njcli2Gtz7tCg>.
- **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).**

Alice Samuel (signed on original)
04 August 2025

Agenda

- 053/2526 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.
- 054/2526 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.
- 055/2526 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.
- 056/2526 Planning:** to consider applications requiring comment before the next Planning and Highways Committee

meeting:

a) 25/01865/TCA 5 Lyme Road Crewkerne Somerset TA18 8HE

Notification of intent to carry out tree surgery works within a Conservation Area to No. 1 Conifer (T1) topping required to prevent contact with overhead power lines, No. 1 Hazel (T2) topping to prevent contact with telephone wires, No. 1 Damson (T3) trimming of branches overhanging pond and No. 1 Leylandii (T4) topping and thinning to prevent storm damage and contact with guttering.

b) 25/01844/HOU 10 South Street Crewkerne Somerset TA18 8DA

Change of colour of masonry from cream to white, change window and door colour from white to grey, replacement of existing rooflights, re felt and batten and chimney repairs. New doors to rear elevation, formation of balcony on top of existing flat roof with screening around.

057/2526 **Next meeting:** Monday 22 September 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 – Contractual, staffing and commercially sensitive information.

058/2526 **Town Clerk/RFO:** to consider and agree the recruitment pack.

059/2526 **Locum RFO:** To consider the appointment of an external locum to cover financial duties on a short-term basis.