

CREWKERNE TOWN COUNCIL

Minutes of an informal meeting of CREWKERNE TOWN COUNCIL held remotely on Monday 28 June 2021 at 6.50 p.m.

PRESENT

Cllrs. K. Head (Chairman), M. Best, T. Bond, R. Cottle, R. Pailthorpe, J. Roundell Greene, A. Samuel and A. Stuart.

In Attendance

The Clerk P. Davidson, Deputy Clerk L. Gowers and 1 member of the public.

40 TO NOTE APOLOGIES FOR ABSENCE

21/22

Apologies were received from Cllrs. Hodgson (personal), Roberts (unwell) and Wakeman (personal).

41 OPEN FORUM

21/22

A representative from the ABCD community group raised the following points:

- She pointed out that the Council was intending to obtain a quotation for installing a footpath at Henhayes, as discussed between ABCD and members of the Council, and asked for a progress update. In response the Chairman advised that this subject would be covered in the July Amenities Committee meeting.
- She asked about progress in removing the bollard at the top of South Street which she understood would enable the safety audit to go ahead. In response, the Deputy Clerk advised that she had been in communication with Highways, who had stated that they were awaiting action from BT which would then allow the bollard to be removed.
- She asked for a progress update on the Millers Garage car park project. In response, Cllr. Best agreed to speak with the SSDC project manager and report back.
- She commented that, as one of the people responsible for running the company who had previously been managing the GRC, a problem for the company had been the lack of ownership by the people who were using the GRC.

The Clerk read out a letter received from the new chairman of Crewkerne rugby club, in which he offered his full support to the Council in their efforts to fully reopen the GRC as a community facility.

42 TO CONFIRM THE MINUTES OF THE PREVIOUS MEETINGS

21/22

It was AGREED that the minutes of the Town Council meetings held on 29 March, 12 April, 4 May, 10 May and 14 June 2021 be APPROVED.

43 DECLARATIONS OF INTEREST

21/22 on items on the agenda

Cllr. Samuel declared a prejudicial interest in agenda item 9 (Severalls war memorial and associated grounds) as she was a member of the Royal British Legion.

44 **TO RECEIVE VERBAL REPORTS FROM THE COUNTY AND DISTRICT COUNCILLORS**
21/22

County

County Cllr. Best reported that County Council meetings were now being held in person, which was requiring the use of large venues.

The “Recycle More” campaign had now started. Bins were now required to be out by 6am on the day of collection, so Cllr. Best recommended that bins were put out the night before.

District

Cllr. Pailthorpe reported that SSDC were due to trial face-to-face meetings.

45 **CLERKS PROGRESS REPORT**

21/22 To receive a report

The Clerk reported that the deadline had now been passed for applications for the position of Town Clerk, and that four applications had been received.

46 **PLANNING**

21/22 To consider the following application requiring observations before the next Planning and Highways Committee meeting

21/01788/S73 Queensbury House, Station Road, Crewkerne. Erection of a single storey rear extension, car port to side and reinstatement of northern boundary line and former driveway encompassing existing gate access and change of use of section of field to increase residential curtilage (Application to vary condition 2 (approved plans) of planning approval 19/01737/FUL to alter the design of the extension)

It was AGREED to recommend approval.

47 **FINANCE**

21/22

- a) To approve the accounts for payment for June 2021 as listed

The Clerk reported that Cllr. Cottle had verified the accounts for payment in accordance with the Council’s Financial Regulations and Risk Management

Accounts for payment for 28 June 2021, in the sum of £65,053.99 + VAT were APPROVED.

- b) To report the bank reconciliation for May 2021 has been completed

The Clerk reported that Cllr. Cottle had verified the bank reconciliation for May 2021. It was noted that cash in hand as of 31 May 2021 was £337,940.96.

- c) Internal audit: to receive the second report of the internal Auditor

The report was noted.

- d) To formally approve the internally audited accounts for 2020/2021

It was AGREED to approve the internally audited accounts for 2020/2021.

- e) To approve the Annual Return year ending 31 March 2021

- i. To note that the “except for” matter raised by the External Auditor in the previous year’s audit – the lack of an annual review of financial risk - had been addressed through the review of risk carried out at the Full Council meeting held on 29 June 2020 and that this was being reviewed annually, as evidenced by the review of risk being an agenda item in this meeting

Noted.

- ii. Section 1: to approve the Annual Governance Statement

The Annual Governance Statement was APPROVED.

- iii. Section 2: to approve the Accounting Statement

The Accounting Statement was APPROVED.

- iv. To receive the Internal Auditor’s audit report

The internal auditor’s report was noted.

- v. To authorise the signatures of the Mayor and Clerk

It was AGREED to authorise the signatures of the Mayor and Clerk.

- f) Risk register to review the Financial Risk Register

The updated financial risk register was reviewed and it was AGREED to approve the document.

Cllr. Samuel left the meeting at this point.

48

21/22

SEVERALLS WAR MEMORIAL AND ASSOCIATED GROUNDS

To receive a report on the recent meeting between key stakeholders on ownership and ongoing maintenance of the Severalls war memorial and grounds and to consider the recommendations for the way forwards

Cllr. Pailthorpe reported that a constructive site meeting had been held at Severalls with SSDC, CTC and the stakeholder community groups regarding ownership of the war memorial and associated garden area.

After discussion, it was AGREED to ratify the recommendations from this meeting, which were that:

- Ownership of the war memorial itself should be transferred to the Town Council.
- SSDC to retain ownership of the oval garden area subject to the caveat that, should SSDC cease to exist in the future as a result of the move to a unitary authority, then ownership should transfer to the Town Council.

Cllr. Samuel re-joined the meeting.

49 SSDC “WELCOME BACK” FUND

21/22 To consider the proposal that Cllr. Cottle and the Clerk have delegated authority to determine how best the SSDC “Welcome Back” funding should be utilised to support the local business community

It was AGREED to approve the proposal that Cllr. Cottle and the Clerk have delegated authority to determine how best to utilise the SSDC “Welcome Back” funding to support the local business community.

50 MTIG ENVIRONMENT FUND

21/22 To consider a proposal from Cllr. Samuel and the Deputy Clerk for submission of an “expression of interest” regarding the SSDC Market Towns Investment Group (MTIG) Environment grant fund

Cllr. Samuel put forward a proposal for submission of an expression of interest regarding the SSDC MTIG Environment grant fund. This submission would consist of two parts: an air quality monitoring system, and the replacement of the exiting MUGA lighting at Happy Valley with low energy units.

Cllr. Best stressed that, because of the traffic issues in the town, the air quality monitoring system should be a priority.

After discussion, it was AGREED to support the proposed MTIG Environment funding submission.

51 MANAGEMENT OF THE GEORGE REYNOLDS CENTRE (GRC)

21/22 To consider a proposal that the GRC working group should be abolished and replaced by a committee consisting of all Councillors

After discussion, it was AGREED that the GRC working group would be disbanded, and that the management of the GRC would be brought back to the Town Council.

52 GRANT FUNDING FOR THE MEN’S SHED

21/22 To consider the correspondence received from the Men’s Shed community group and their proposal to re-purpose the grant funding already provided

After discussion, it was AGREED to the Men’s Shed’s proposal to repurpose the grant funding already provided by the Town Council to the group.

53 TO RECEIVE COMMITTEE AND WORKING GROUP MINUTES

21/22

- a) Amenities Committee meeting held on 10 May 2021

Noted.

- b) Planning and Highways Committee meetings held on 10 May and 14 June 2021

Noted.

c) Policy and Resources meeting held on 14 June 2021

Noted

d) Joint Burial Committee meetings held on 8 June and 17 June 2021

Noted

54
21/22

TO RECEIVE MATTERS OF REPORT

- The Clerk reported that the SSDC-funded footfall counters had recently been installed in the town centre.
- Cllr. Best pointed out that there remained a vacancy on the Joint Burial Committee for a CTC Councillor. In response, Cllr. Samuel kindly volunteered to become a member of this committee. The Clerk was asked to formalise Cllr. Samuel's appointment at the next meeting of the Full Council.
- It was noted that Mrs Cowie, the CTC Admin Officer, was leaving the Council to pursue her outside interests. On behalf of the Council, Cllr. Best paid thanks to Mrs. Cowie for the excellent support that she had given to the Council.

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21/22

DATE OF NEXT MEETING

Monday 26 July 2021 at 6.45 p.m.

The meeting closed at 7.53 p.m.

Signed:

Dated: ...26/7/2021.....