

CREWKERNE TOWN COUNCIL

Minutes of a meeting of the POLICY AND RESOURCES COMMITTEE held in the Council Chamber on Monday 11 February 2019 at 7.40 p.m.

PRESENT:

Cllrs. B. Hodgson (Chairman), M. Best, P. Bradly, Mrs K. Head, Mrs R. Jackson, Miss K. Pritchard and Mrs A. Singleton.

In Attendance:

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

32 TO NOTE APOLOGIES FOR ABSENCE

18/19

Apologies for absence were received from Cllrs. C. Aslett (personal), R. Pailthorpe (personal), Mrs A. Stuart (personal), N. Sturtivant (unwell) and D. Wakeman (personal).

33 OPEN FORUM

18/19

No items raised.

34 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

18/19

It was **AGREED** that the **Minutes of the meeting of the Policy and Resources Committee held on Monday 14 January 2019** be **APPROVED**.

35 DECLARATIONS OF INTEREST

18/19

Cllr. Miss Pritchard declared a prejudicial interest in agenda item 7 (Victoria Hall charging rates).

Cllrs. Best and Mrs Singleton declared a personal interest in agenda item 6 (SSDC use of the Town Hall front office).

36 TO RECEIVE THE CLERK'S VERBAL PROGRESS REPORT

18/19

The Clerk reported that, with the restrictive covenant now lifted from Henhayes, this removed an obstacle which would prevent the SSDC Millers Garage project. The next focus for the Clerk was to ensure that a legal agreement was drawn up to cover the use by SSDC of a small portion of the Henhayes recreation ground as a roadway to connect the Millers Garage and the Henhayes car parks.

37 SOUTH SOMERSET DISTRICT COUNCIL (SSDC) USE OF THE TOWN HALL FRONT OFFICE

18/19

To further consider the charging rate to be applied SSDC for their use of the front office

The Clerk reported that Cllr. Aslett had kindly sought an independent view on typical charging rates for office accommodation, which had validated the SSDC-proposed rate of £10 per square foot. The Clerk had also cross-checked this rate with the charges levied in previous years to SSDC for use of the Town Hall ground floor and this had also tallied.

On this basis, it was **AGREED** that a charging rate of £10 per sq ft should be used as the basis for establishing an appropriate annual charge for SSDC’s future use of a portion of the Town Hall ground floor.

Cllr. Miss Pritchard left the meeting room prior to the following agenda item.

38 VICTORIA HALL CHARGING RATES

18/19 To consider whether “peak time” charging rates for the Victoria Hall should be abolished

The Clerk explained that a local community group was considering a block booking hire of the Victoria Hall on Friday evenings. As the hall was very little used at weekends, such a booking would be welcome. The Clerk also explained that the current charging regime for Victoria Hall included a “peak time” rate on Friday and Saturday evenings which might act as a disincentive to such a booking.

After discussion, it was **AGREED** that the charging regime for Victoria Hall should remain unchanged. However, the Clerk was authorised to apply his discretion to waive the peak rate element of the fee if he believed that this was justified through, for example, the block booking of the hall.

Cllr. Miss Pritchard re-joined the meeting.

39 EMERGENCY PLAN

18/19 To receive a report from the Deputy Clerk on the draft Emergency Plan

The Deputy Clerk summarised the key elements of the draft Emergency Plan, emphasising that the aim was to keep the document concise. Cllr. Mrs Head suggested that the plan needed to dovetail with any existing plans held by the emergency services. Cllr. Best pointed out that, in the case of the fire service, their role was to ensure that people were removed from danger to a “safe place”, after which the community would need to provide support. Cllr. Miss Pritchard suggested that, in parallel with producing the Emergency Plan, it would be beneficial to encourage awareness through suitable articles in the newsletter and on the website.

Councillors agreed that there was a need for an Emergency Plan and thanked the Deputy Clerk for her work to date on compiling a draft.

40 TO RECEIVE ANY MATTERS OF REPORT

18/19

None.

41 DATE OF NEXT MEETING

18/19

Monday 10 June 2019 in the Council Chamber (date to be confirmed).

The meeting closed at 8.05 p.m.

Signed

Dated

pr11Feb2019