

CREWKERNE TOWN COUNCIL

Minutes of the CREWKERNE TOWN COUNCIL meeting held in the Council Chamber on Monday 24 June 2019 at 6.50 p.m.

PRESENT

Cllrs. K. Head (Chairman), C. Aslett, M. Best, R. Cottle, B. Hartshorn, J. Roundell Greene, A. Smith (part time), A. Stuart and D. Wakeman.

In Attendance:

The Clerk P. Davidson, 1 member of the press and 1 member of the public.

32 TO NOTE APOLOGIES FOR ABSENCE

19/20

Apologies for absence were received from Cllrs. B. Hodgson (personal) and R. Pailthorpe (work commitments).

33 TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING

19/20

It was **AGREED** that the minutes of the Town Council meetings held on **Monday 13 May 2019 and Monday 20 May 2019 be APPROVED.**

34 DECLARATIONS OF INTEREST

19/20

on items on the agenda

None.

35 TO RECEIVE VERBAL REPORTS FROM THE COUNTY AND DISTRICT COUNCILLORS

19/20

County

County Cllr. Best reported on the following:

- Small Improvement Schemes (SIS's): additional funding had been provided to the SIS scheme, but there remained a significant backlog. As a result, it was unlikely that the SIS relating to the South Street/Market Street junction would be considered for at least the next 12 months.
- Education system: the application for Maiden Beech Academy and Swanmead Community School to join the Bridgwater College Trust had been turned down. The schools were now considering the way forwards.
- Somerset Waste Partnership (SWP): SWP were finalising a contract which would result in a much wider range of household recycling being kerbside collected, including more plastic packaging. As a result, collection of general waste would be reduced to every three weeks. Cllr. Roundell Greene added that the new service was due to commence in April 2020, with communications roadshows planned over the coming months.

District

Cllr. Best reported that the planning application to convert the Millers Garage site into long stay parking had been approved at the recent Area West Committee meeting. However, he

also advised that there had been an approach from the owners of the land adjacent to the Millers Garage site, suggesting that they might be submitting a planning application in the near future which would create additional parking and, crucially, would allow traffic to both enter and exit via East Street, thus avoiding the need for vehicular access through to the Henhayes car park with the associated risks of a “rat run” effect. Nevertheless, Cllr. Best reiterated that the current planning application was now approved and represented a backstop option, should the new proposal come to nothing.

Cllr. Smith joined the meeting at this point.

36 **CLERKS PROGRESS REPORT**

19/20 To receive a report

Nothing to report.

37 **FINANCE**

19/20

a) To approve the accounts for payment for June 2019 as listed

The Clerk reported that Cllr. Cottle had verified the accounts for June 2019 in accordance with the Council’s Financial Regulations and Risk Management.

Accounts for payment in the sum of £57,954.64 + VAT were APPROVED.

Councillors discussed the costs associated with delivery of the newsletter. Cllr. Smith suggested that the Council consider using the scouts to deliver the newsletter. The Clerk was asked to investigate this possibility and to bring this back to Council as an agenda item.

b) To report the bank reconciliation for May 2019 has been completed

The Clerk reported that Cllr. Cottle had verified the bank reconciliation for May 2019. It was noted that cash in hand as of 31 May 2019 was £367,124.01.

c) Internal audit: to receive the second report from the Internal Auditor

The report was noted.

d) To formally approve the internally audited accounts for 2018/19

It was **AGREED that the internally audited accounts for 2018/19 be formally approved.**

e) To approve the Annual Return year ending 31 March 2019

i) Section 1: to approve the Annual Governance Statement

The Annual Governance Statement was **APPROVED.**

ii) Section 2: to approve the Accounting Statement

The Accounting Statement was **APPROVED.**

- iii) To receive the Internal Auditor's audit report

The report was noted.

- iv) To authorise the signatures of the Mayor and Clerk

It was **AGREED to authorise the signatures of the Mayor and Clerk and the form was duly signed.**

- f) To appoint an additional banking signatory

Cllr. Cottle kindly volunteered to become an additional banking signatory.

38 TOWN HALL COLLAPSED DRAIN

19/20 To consider the quotation received to repair the collapsed drain outside the western face of the Town Hall building

Councillors were in agreement that responsibility for repair of the collapsed drain in the pavement outside the Town Hall rested with Highways. Cllr. Best proposed that he take the contractor's quotation obtained for repair of the drain gully and present this to Highways, in order to prompt them to take action. Councillors supported this proposal, emphasising that Highways should be given a timescale for action.

39 ENVIRONMENT WORKING GROUP

19/20 To consider a proposal from Cllr. Hartshorn to establish an Environment Working Group

Cllr. Hartshorn summarised his proposal for an Environment Working Group. Councillors expressed their full support for the proposal and it was suggested that other organisations should also be involved, such as schools, food stores and public houses. It was agreed that the involvement of children was vital, which in turn offered the possibility of re-establishing a Youth Council.

It was agreed that a brainstorming session would be a useful next step and the Clerk was asked to facilitate this.

40 TOWN CRIER

19/20 To consider whether the Council wishes to recruit a Town Crier following the retirement of Mr David Craner

Councillors acknowledged that Mr Craner had served the town well as Town Crier over a number of years. After discussion, it was **AGREED that the Council should make efforts to recruit a replacement for Mr. Craner as Town Crier.**

41 FOOD FESTIVAL SURVEY

19/20 To consider a proposal from Cllr. Hartshorn to undertake a survey of visitors to the food festival planned for 20 July 2019

Cllr. Hartshorn explained that one of the key selling points of the food festival organisers was that it would bring people into the town. The proposed survey was therefore intended to get a sense of whether this aim had been achieved. It was agreed that Councillors should provide their comments on the survey questionnaire as soon as possible, with a

view to finalising the survey questions at the forthcoming Amenities Committee meeting. The Clerk was asked to confirm that the festival organisers were not also planning to undertake a survey.

Cllr. Aslett suggested that feedback should also be gathered from local traders, to gauge whether the food festival had a positive impact on business.

42 **OUTSIDE BODY REPRESENTATION**

19/20 To consider representation for the Henhayes Centre and for Birds Almshouses

Cllrs. Aslett and Roundell Greene kindly volunteered to act as the Outside Bodies representatives for the Henhayes Centre and for Birds Almshouses respectively.

43 **MATCHBOX CHALLENGE**

19/20 To consider a proposal from Cllr. Wakeman for a summer children's activity

Councillors expressed their full support for Cllr. Wakeman's proposed "Matchbox Challenge" summer activity and it was **AGREED that the activity should be organised and rolled out before the end of the school summer term.**

44 **TO RECEIVE DRAFT COMMITTEE AND WORKING GROUP MINUTES**

19/20

a) Amenities Committee meeting held on 20 May 2019

Noted.

b) Planning and Highways Committee meeting held on 10 June 2019

Noted.

c) Policy and Resources Committee meeting held on 10 June 2019

Noted.

d) Joint Burial Committee meeting held on 4 June 2019

Noted.

45 **TO RECEIVE ANY MATTERS OF REPORT**

19/20

- Cllr. Aslett highlighted an issue in Court Barton, where rubbish was being piled up in front of a particular house rather than being left kerbside outside each property. Councillors agreed that the Town Council should write directly to the residents of Court Barton, requesting that they leave their rubbish kerbside.
- Cllr. Cottle pointed out that there was a petition running to save the wildflowers growing near the entrance to the Henhayes playground. The Clerk added that the grounds staff were aware of this and that the wildflower seeds had been a gift from Crewkerne's twin town of Igny.
- Cllr. Hartshorn commented that he had carried out his first Councillor Surgery recently and that, in his opinion, the Council should consider holding the surgeries in a venue other than the Town Hall. The Clerk was asked to add the subject of Councillor Surgeries as an agenda item for a future Council meeting

46
19/20

DATE OF THE NEXT MEETING

Monday 29 July 2019 at 6.45 p.m. in the Council Chamber.

Signed:

Dated:

It was AGREED that in view of the confidential nature of the business about to be transacted it was advisable that the public and press be excluded and were instructed to withdraw.

CONFIDENTIAL SESSION – STAFFING MATTERS

47 **STAFFING COMMITTEE**

19/20 To receive the minutes of the Staffing Committee held on 20 May 2019 and to consider the recommendations contained therein

The Staffing Committee minutes were noted and it was **AGREED to approve the recommendation contained therein.**

The meeting closed at 8.35 p.m.

Signed:

Dated: