

## **CREWKERNE TOWN COUNCIL**

Minutes of the CREWKERNE TOWN COUNCIL meeting held in the Council Chamber on Monday 25 March 2019 at 6.45 p.m.

### **PRESENT**

Cllrs: Mrs K. Head (Chairman), M Best, B. Hodgson, Mrs. R. Jackson, Miss K. Pritchard, Mrs A. Stuart and D. Wakeman.

In attendance:

Town Clerk Mr P. Davidson and 1 member of the public.

### **206 TO NOTE APOLOGIES FOR ABSENCE**

18/19

Apologies for absence were received from Cllrs. C. Aslett (personal), P. Bradly (personal), R. Pailthorpe (work commitments), Mrs A. Singleton (personal) and N. Sturtivant (unwell).

### **207 OPEN FORUM**

18/19

No matters raised.

### **208 TO CONFIRM THE MINUTES OF THE PREVIOUS MEETINGS**

18/19

It was **AGREED** that the minutes of the Town Council meeting held on **Monday 25 February 2019** be **APPROVED**.

### **209 DECLARATIONS OF INTEREST**

18/19

on items on the agenda

None.

### **210 TO RECEIVE VERBAL REPORTS FROM THE COUNTY AND DISTRICT COUNCILLORS**

18/19

#### County

County Cllr. Best reported that, as of April, the opening times of the Crewkerne recycling centre would be reduced to three days per week. He also reported that the Devon & Somerset Fire & Rescue Service were in the process of replacing some of their existing fire tenders with Rapid Intervention Vehicles (RIV's).

#### District

Cllr. Best reported that the new SSDC planning portal was proving to be challenging to navigate. He also advised that the SSDC Customer Access Point in the Town Hall front office was still undergoing development.

### **211 CLERKS PROGRESS REPORT**

18/19

To receive a report

The Clerk reported that work was due to commence imminently on the exterior east face of the Town Hall building.

**FINANCE**

- a) To approve the accounts for payment for March 2019 as listed

The Clerk reported that Cllr. Mrs Singleton had verified the accounts for March 2019 in accordance with the Council's Financial Regulations and Risk Management.

**Accounts for payment in the sum of £26,731.71 + VAT for March 2019 were APPROVED.**

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

The Clerk reported that Cllr. Mrs Singleton had verified the bank reconciliation for February 2019. It was noted that cash in hand as of 28 February 2019 was £252,855.87.

- c) Crewkerne Sports and Youth Activities Ltd (CSYAL) debt: to consider how to proceed regarding the CSYAL debt

The Clerk's report on the outstanding CSYAL debt was noted. The Clerk added that the District Valuer had proposed an initial level of rent prior to the opening of the GRC, with the recommendation that this rent be re-evaluated once the building was established in operation, to reflect the actual net income generated. Cllr. Hodgson pointed out that, with hindsight, an earlier recognition of the marginal status of CSYAL's finances might have allowed the rent to have been adjusted earlier. He also stated that writing off the debt did not preclude the Council from increasing the rent in future, when CSYAL's financial situation would hopefully improve.

Cllr. Miss Pritchard proposed that CSYAL should be asked to pay off the debt gradually over a period of time. Cllr. Mrs Head seconded this proposal.  
Votes for the proposal: 3      Votes against the proposal: 4  
Proposal not carried.

Cllr. Hodgson proposed that the CSYAL debt be written off. Cllr. Mrs Stuart seconded this proposal.  
Votes for the proposal: 4      Votes against the proposal: 3

It was therefore **AGREED that the CSYAL debt be written off.**

- d) Audit of Internal Controls: to note the result of the annual audit of internal controls

The report was noted.

- e) Risk register: to review the Financial Risk Register

Councillors reviewed the draft update to the Financial Risk Register. After discussion, it **AGREED to approve the updated Financial Risk Register, with the minor amendments noted in the meeting.**

- f) Asset register: to note the status of the Town Council asset register

Noted.

213 **FENCING REPAIRS**

18/19 To consider the quotation received for repair of the fencing which borders the Richmond House car park

After discussion, it was **AGREED to approve the quotation from Guy Trevor-Jones Fencing for the repair of the fencing which borders the Richmond House car park in accordance with their quotation and at the quoted cost of £2,070 (+ VAT).**

214 **GRANT APPLICATION**

18/19 To consider an application for grant funding from Somerset and Wessex Eating Disorders Association

Councillors supported the principle of this grant application, but it was pointed out that a number of pupils at the Wadham sixth form actually travelled from Ilminster. It was therefore agreed to defer this agenda item until the next Full Council meeting, to allow the Clerk to establish whether the Somerset and Wessex Eating Disorder Association had also applied to Ilminster Town Council for grant funding.

215 **CIDER FESTIVAL**

18/19 To consider the request from CSYAL to use the Henhayes recreation ground for a cider festival on Sunday 26 May 2019

It was **AGREED to approve the request from CSYAL to use the Henhayes recreation ground for a cider festival on Sunday 26 May 2019, subject to the usual conditions.**

216 **TOWN COUNCIL SURGERY**

18/19 For 27 April. Two Councillors required

27 April: Cllrs. Mrs Head and Mrs Jackson.

217 **TO RECEIVE COMMITTEE AND WORKING GROUP MINUTES**

18/19

- a) Planning and Highways Committee meeting held on 11 March 2019

Noted.

- b) Amenities Committee meeting held on 11 March 2019

Noted.

218 **OUTSIDE BODIES**

18/19 To receive reports for CAD

Noted.

210      **TO RECEIVE ANY MATTERS OF REPORT**

18/19

Cllr. Wakeman reported that he had received a comment via a local member of the press about low flying helicopters in the area.

211      **DATE OF THE NEXT MEETING**

18/19

Monday 29 April 2019 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 – CHAIRMAN’S AWARD**

212      **CHAIRMAN’S AWARD**

18/19      To consider possible nominations for the Somerset County Council “Chairman’s Award for Service to the Community 2019”.

Nominations for the Somerset County Council Chairman’s Award were considered and a preferred nominee selected.

The meeting closed at 7.24 p.m.

**Signed:** .....

**Dated:** .....