

## **CREWKERNE TOWN COUNCIL**

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

### **PRESENT**

Cllrs. K. Head (Chairman), C. Aslett, M. Best, R. Cottle, B. Hartshorn, R. Pailthorpe, J. Roundell Green and D. Wakeman.

In Attendance

The Clerk P. Davidson, Sergeant R. Jameson and PC S. Reeves and 5 members of the public.

### **116 TO NOTE APOLOGIES FOR ABSENCE**

19/20

Apologies for absence were received from Cllrs. A. Smith and A. Stuart (both work commitments).

### **117 POLICE REPORT**

19/20

The Chairman welcomed to the meeting Sgt. Jameson and PC Reeves from Avon & Somerset Police. Sgt. Jameson explained that PC Reeves was the newly appointed Beat Manager for Crewkerne. He also explained that he was in the process of recruiting a second Beat Manager for the town. PC Reeves highlighted that the newly installed CCTV system was already proving very effective in assisting with crime investigations.

Sgt. Jameson and PC Reeves left the meeting.

### **118 OPEN FORUM**

19/20

A member of the public reported that he was the applicant for planning application 19/02921/OUT, which was on the meeting agenda. He explained that the current planning application was for two dwellings, compared with four for the previous version of the application. He emphasised that he had employed an independent planning consultant, to ensure that the application complied with local and national policies.

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

19/20

It was **AGREED** that the minutes of the Town Council meeting held on **Monday 28 October 2019** be **APPROVED**.

### **120 DECLARATIONS OF INTEREST**

19/20

on items on the agenda

Cllr. Best declared a prejudicial interest in agenda item 9c (insurance recharge for the GRC and Aqua Centre): member of Crewkerne Leisure Management.

Cllr. Head declared a prejudicial interest in agenda item 8 (planning application 19/02950/COU): personal links with the applicant.

Cllr. Head also declared a personal interest in agenda item 18 (rugby club request).

121  
19/20

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

County

County Cllr. Best reported on the following:

- Hermitage Street junction: Cllr. Best explained that he had met with Highways to discuss improvements to the road markings at the junction of Hermitage Street and West Street/Market Street. He illustrated a draft scheme of markings which had been drawn up by Highways. Councillors fully supported the proposed improvements.
- North Street pavements: Cllr. Best reported that he had held a site meeting with Highways to review the pavements on North Street. It was clear that, at the bottom of North Street, there was very limited scope for improvements, because of the narrowness of the road, with the only option realistic revolving around the introduction of a one-way system. Further up North Street, the Highways engineer had acknowledged that there was scope for improvements and had agreed that this would be the subject of a future project.

District

Cllr. Pailthorpe reported that SSDC had now ordered the screens for the Customer Access Point in the Town Hall front office.

122  
19/20

**CLERKS PROGRESS REPORT**

To receive a report

The Clerk reported that there had been keen interest in the Councillor vacancy, with seven people having expressed interest in the post to date.

He reported that, sadly, there had been no interest in the position of Town Crier.

123  
19/20

**PLANNING APPLICATIONS**

To consider the following applications requiring observations before the next Planning and Highways Committee meeting

**19/02921/OUT – Land off Longstrings Lane, Holly Tree Fam, Broadshard Road, Crewkerne TA18 7EA**

Outline application for the erection of 2 no. dwellings with all matters reserved except for access and landscaping.

**NO OBJECTIONS, SUBJECT TO HIGHWAYS APPROVAL**

Cllr. Head left the room prior to the following item.

**19/02950/COU – 17 Market Square (shop 1), Crewkerne TA18 7LG**

Change of use from A1 (shops) to A3-A5 (restaurants and cafes and hot food takeaways)

**RECOMMEND APPROVAL**

Cllr. Head re-joined the meeting.

124  
19/20

## **FINANCE**

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

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

**Accounts for payment for November 2019, in the sum of £29,231.78 + VAT were APPROVED.**

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

The Clerk reported that Cllr. Wakeman had verified the bank reconciliation for October 2019. It was noted that cash in hand as of 31 October 2019 was £331,541.74.

Cllr. Best left the room prior to the following agenda item.

- c) Insurance recharge for the George Reynolds Centre (GRC) and Aqua Centre

After discussion, it was **AGREED to accept the Clerk's recommendation that the 2019/20 insurance recharges for the GRC and for the Aqua Centre should be held at their 2018/19 levels.**

Cllr. Best re-joined the meeting.

125  
19/20

## **GEORGE REYNOLDS CENTRE WATER SUPPLY**

To consider the quotations obtained for establishing a separate water supply for the GRC

The Clerk pointed out that Wessex Water were solely responsible for the trench digging and pipe laying from the mains connection on the Crewkerne Business Park to the boundary with the Town Council land. As such, it was appropriate for the Council to consider only the single quotation received from Wessex Water.

After discussion, it was **AGREED to authorise the work required to provide a dedicated water supply to the GRC building.** It was therefore **AGREED to approve Wessex Water to undertake the water connection works as specified in their quotation and at their quoted cost of £6,152 (+ VAT).** In addition, it was **AGREED to authorise A.A. Pike Construction Ltd to undertake the groundworks required on Henhayes as specified in their quotation and at their quoted cost of £7,700 (+ VAT).** Councillors noted that this work was unbudgeted and it was therefore **AGREED that funding would be drawn down from General Reserves as required.**

126  
19/20

## **REPAIR TO THE WALL BORDERING THE BINCOMBE ALLOTMENTS**

To consider options for repair/rebuild/replacement of the wall bordering the Bincombe allotments

Councillors discussed the different options for repair/rebuild of the wall bordering the Bincombe allotments. Noting the complexities of the site and the different options under consideration, it was agreed that this agenda item should be deferred, to allow time for Councillors to undertake a site visit.

127 **TOWN HALL FRONT OFFICE REDECORATION**  
19/20 To consider the quotation obtained for redecoration of the Town Hall front office

After discussion, it was **AGREED to approve Parkland Property Services to undertake the redecoration of the Town Hall front office in accordance with their quotation and at the quoted cost of £1,950. It was also AGREED that the Council should purchase the necessary materials for this task, at a cost of approximately £300.**

It was further **AGREED that this work would be funded through the remaining “Town Hall general maintenance” budget, supported by draw down from the remaining “Town Hall Project” Earmarked Reserves.**

128 **COUNCILLOR VACANCY**  
19/20 To consider the proposal from the Clerk for a standardised “application for co-option” form for completion by all candidates

After discussion, it was **AGREED to approve the Clerk’s proposed “application for co-option” form, for completion by all candidates for the Councillor vacancy.**

129 **BLOCKED GULLEYS**  
19/20 To receive a report from Cllr. Hartshorn on the situation regarding blocked gulleys in the town

Cllr. Hartshorn reported that nine gulleys had been located which were blocked. He had been in discussion with Highways, who had confirmed that the gulleys had last been cleared in March/April of this year. Highways had, nevertheless, volunteered to revisit Crewkerne to unblock specific gulleys if the Town Council could clearly identify those blocked. Cllr. Hartshorn was therefore confident that progress was being made in addressing the issue of blocked gulleys.

Cllr. Best noted that certain gulleys in the town were marked with the word “jet”, presumably to identify those gulleys that required jetting.

Cllr. Pailthorpe suggested that an article should be placed in the next newsletter, asking that residents who identified a blocked gully to use their smartphone to take a photo to identify the location and then send the photo to the Council.

130 **TOWN HALL COLLAPSED DRAIN**  
19/20 To consider further the course of action to be taken regarding the collapsed drain outside the western face of the Town Hall building

Cllr. Best reported that he had met with a Highways representative to discuss the repair of the collapsed drain outside the Town Hall. Unfortunately, due to a miscommunication, Highways had gained the impression that the Town Council were dealing with the repair. Cllr. Best had clarified the point to Highways that they were responsible for rectifying the problem. The Highways representative had agreed to take responsibility for the repair.

131 **LAND IMMEDIATELY IN FRONT OF THE TOWN HALL**  
19/20 To consider whether the Council should approach South Somerset District Council (SSDC) regarding the potential to transfer the land to the Town Council

After discussion, it was agreed that the Town Council should open negotiations with SSDC regarding potential transfer of ownership to the Town Council of the land immediately in front of the Town Hall, including the parking spaces.

132      **NEIGHBOURHOOD PLAN**  
19/20      To receive a progress report from the Clerk

The Clerk provided the following progress update on the Neighbourhood Plan:

- Merriott: the Clerk had visited Merriott Parish Council to brief them on the Neighbourhood Plan process. After consideration, the Parish Council had declined to take part in the development of a joint Neighbourhood Plan.
- Misterton: the Clerk and Cllr. Best had attended a meeting of Misterton Parish Council to brief the Councillors. After consideration, the Parish Council had advised the Clerk and Cllr. Best that Misterton PC were very keen to work with Crewkerne on the development of a joint Neighbourhood Plan. However, Parish Councillors were concerned about the fact that the costs involved in the process of compiling a Neighbourhood Plan could not be defined absolutely in advance.
- West Crewkerne: the Clerk and Cllr. Best had briefed the Parish Council Chairman. Although the Chairman was clear about the benefits of having a Neighbourhood Plan in place, she was concerned that there was little appetite within the community for this.
- Haselbury Plucknett: the Clerk had contacted the Clerk to Haselbury Plucknett Parish Council, who had advised that, because the Parish Council was currently in a state of flux, the Parish Council would not be engaging in the development of a joint Neighbourhood Plan.
- Wayford: the Clerk had contacted the Wayford Parish Council Clerk, with the aim of briefing the Parish Councillors in the near future.

Councillors thanked the Clerk for his report. Cllr. Roundell Greene emphasised that it was vital that Misterton was included within the scope of the Neighbourhood Plan, because of the close integration between the two parishes. Councillors concurred with this view and asked the Clerk and Cllr. Best to re-double their efforts to convince Misterton Parish Council of the benefits of having a Neighbourhood Plan, so that they could commit to the development of a joint plan.

133      **RUGBY REQUEST**  
19/20      To consider a request from the Rugby Club for dedicated use of the Henhayes car park on Sunday 15 March 2020 in support of a rugby tournament

Cllr. Aslett explained that Crewkerne rugby club were hosting the last day of a ladies tournament on Sunday 15 March 2020 and had requested exclusive use of the Henhayes car park on that day. It was **AGREED to approve the request from the rugby club for exclusive use of the Henhayes car park on 15 March 2020.**

134      **TO RECEIVE DRAFT COMMITTEE AND WORKING GROUP MINUTES**  
19/20

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

Noted.

b) Amenities Committee meeting held on 11 November 2019

Noted.

135  
19/20 **TO RECEIVE ANY MATTERS OF REPORT**

Cllr. Aslett raised the following points:

- Residents of Laburnum Crescent had reported that the Somerset Waste Partnership waste collection vehicle was damaging the kerb when it was turning around.
- The road signs on the B3165 road into Crewkerne were overgrown by the Maiden Beech school.

Cllr. Roundell Greene reported that residents on Barn Street had raised concern over the difficulty in parking on the road and asked whether a residents parking scheme might be a potential option to improve the situation. Cllr. Best reminded Councillors that residents parking schemes were managed by Somerset County Council (SCC). He added that the SCC process to introduce a parking scheme was complex and time-consuming and, ultimately, did not guarantee a parking space for those participating in the scheme.

136  
19/20 **DATE OF THE NEXT MEETING**

Monday 16 December 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 – CONTRACTUAL MATTER**

**137 GEORGE REYNOLDS CENTRE RENT**

**19/20 To review the latest accounts for the GRC and, with this in mind, agree the rent to be charged to Crewkerne Sports & Youth Activities Ltd (CSYAL) for the GRC for 2020/21**

Agenda item deferred.

The meeting closed at 8.30 p.m.

**Signed: .....**

**Dated: .....**