

CREWKERNE TOWN COUNCIL

Minutes of the CREWKERNE TOWN COUNCIL meeting held in the Council Chamber on Monday 28 October 2019 at 6.45 p.m.

PRESENT

Cllrs. K. Head (Chairman), C. Aslett, M. Best, R. Cottle, B. Hartshorn, R. Pailthorpe, A. Smith, A. Stuart and D. Wakeman.

In Attendance

The Clerk P. Davidson, 1 member of the press and 5 members of the public.

101 TO NOTE APOLOGIES FOR ABSENCE

19/20

Apologies for absence were received from Cllr. Roundell Green (unwell).

102 OPEN FORUM

19/20

A member of the public raised the following points:

- Car parking charges: he pointed out that car parking charges were due to be increased soon and asserted that the timing of this increase was wrong, as the pre-Christmas period was a busy time for retailers.
- Blocked gullies: he reported that gullies were blocked on Market Street.
- Councillor vacancy: he pointed out that the vacancy had not been advertised.

A member of the Crewkerne in Bloom group reported that the team were delighted to collect a gold award on behalf of Crewkerne at the recent South West in Bloom competition. She pointed out that watering had proven to be a most time-consuming task, to such an extent that, for the future, consideration would need to be given to the use of a contractor to undertake at least some of the watering tasks. Finally, she invited Councillors to attend the forthcoming Crewkerne in Bloom social evening, taking place on 20 November.

103 TO CONFIRM THE MINUTES OF THE PREVIOUS MEETINGS

19/20

It was **AGREED** that the minutes of the Town Council meetings held on **Monday 23 September and 14 October 2019** be **APPROVED**.

104 DECLARATIONS OF INTEREST

19/20

on items on the agenda

None.

105 TO RECEIVE VERBAL REPORTS FROM THE COUNTY AND DISTRICT COUNCILLORS

19/20

County

County Cllr. Best reported that he had met recently with Highways, as a result of which the following actions were agreed:

- Lang Road: two ‘Children Crossing’ signs to be erected and dropped kerbs to be installed to designate the preferred crossing place. Cllr. Best reported that he had written to the head of Maiden Beech Academy, advising them that they should consider establishing a crossing patrol.
- Hermitage Street/Market Street junction: road markings to re-lined as a matter of urgency.

District

Cllr. Pailthorpe reported that, at the recent SSDC Full Council meeting, they had received an informative presentation from Chief Inspector Sharon Baker of Avon & Somerset Police. Cllr. Pailthorpe suggested that it would be useful for the Town Council to receive a regular report from the police and proposed that they be invited to attend Council meetings on a quarterly basis. Councillors fully supported this proposal and the Clerk was actioned to liaise accordingly with the police.

106 CLERKS PROGRESS REPORT

19/20 To receive a report

Nothing to report.

107 FINANCE

19/20

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

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

Accounts for payment for October 2019, in the sum of £89,127.33 + VAT were APPROVED.

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

The Clerk reported that Cllr. Cottle had verified the bank reconciliation for September 2019. It was noted that cash in hand as of 30 September 2019 was £390,209.80.

108 COUNCILLOR VACANCY

19/20 To consider the process by which the Councillor vacancy is filled through co-option

Cllr. Best advised that, when the Council had last filled a casual vacancy, an advertisement had been released and candidates had been invited to give a short presentation to Councillors summarising their suitability for the role. He therefore recommended that the same process was adopted for the current vacancy. Cllr. Hartshorn responded by stating that he was not in favour of advertising, instead favouring simply contacting the candidates from the May 2019 election who had been unsuccessful in being elected. Cllr. Wakeman suggested that both methods had merit and it was accordingly **AGREED that the vacancy would be advertised and that, in addition, the Clerk would write to the unsuccessful candidates from the May 2019 election to inform them of the vacancy.**

Cllr. Stuart suggested that it would be useful for prospective candidates to be asked to supply a short CV, to assist the Council in the selection process.

109 **CHRISTMAS TREE AND CRIB**

19/20 To consider the options for erection of a Christmas tree in front of the Town Hall and placement of the crib on the Town Hall plinth

The Clerk reported that Cllr. Stuart had kindly compiled a Risk Assessment and Method Statement (RAMS) for the task of erecting the Christmas tree and for installing the crib onto the Town Hall plinth. The RAMS had been reviewed by the Town Council's Health & Safety Officer and had been deemed satisfactory. On this basis, it was **AGREED that, as in previous years, the Council would accept the kind offer for the installation of the tree and crib to be managed by Mr J. Wyatt and with the kind support of Cllr. Best, the process to be undertaken in accordance with the RAMS.**

Cllr. Best noted that it would be sensible to purchase a sling specifically for the task. Cllr. Stuart endorsed this, adding that a new sling should be purchased annually.

110 **STRATEGIC WORKSHOP PROGRESS UPDATE**

19/20 To receive updates on the following initiatives discussed at the recent strategic workshop

- a) Business networking event: Cllr. Wakeman to provide a progress update

Cllr. Wakeman reported that the GRC had been booked and a date chosen (22 February) for the event, which was to be advertised in the latest edition of the Council newsletter. In addition, the Chair of the Yeovil Chamber of Trade and Commerce had agreed to attend as a guest speaker. Cllr. Best noted that it would be key moving forwards, to make every effort to establish a chairman for the group.

Councillors thanked Cllr. Wakeman for his efforts to date.

- b) Circular bus route: Clerk to provide background information on the Bridport and Beaminster bus service initiatives

Councillors noted the briefing provided by the Clerk on the Bridport and Beaminster community bus initiatives. The question of funding was discussed and Cllr. Best suggested that funding could potentially be available through the County Council and also through Area West.

It was agreed that the concept of establishing a circular bus service for Crewkerne would be explored in more detail at the next Strategic Workshop in January.

111 **QUARTERLY NEWSLETTER**

19/20 To approve the content of the newsletter

It was **AGREED to approve the content of the newsletter with the minor amendments noted in the meeting.**

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

19/20

- a) Planning and Highways Committee meeting held on 14 October 2019

Noted.

b) Policy and Resources Committee meeting held on 9 September 2019

Noted.

c) Joint Burial Committee meeting held on 1 October 2019

Noted.

113 **FORTHCOMING TOWN COUNCIL SURGERIES AND “COFFEE WITH YOUR**
19/20 **COUNCILLORS” EVENTS** Two Councillors required to undertake each session

Surgeries

21 December: Cllrs. Best and Stuart

18 January: Cllrs. Head and Pailthorpe

“Coffee with your Councillors”

25 January: Cllrs. Hartshorn and Wakeman

114 **TO RECEIVE ANY MATTERS OF REPORT**

19/20

Cllr. Aslett reported that residents on East Street had expressed their concerns to him about the excessive speed of vehicles, which meant that attempting to use the zebra crossing adjacent to Clammer Hill Lane was often a hazardous experience. Councillors agreed that this subject should be raised at the next Community Safety Group and that an article should be placed in the newsletter.

Cllr. Aslett reported that the early morning number 96 bus service to Yeovil was often overcrowded to such an extent that he was concerned over safety. He had written to the bus company but had not received a satisfactory reply. Councillors agreed that a letter should be sent to the company from the Town Council expressing these concerns.

Cllr. Stuart reinforced the point made during the public participation section of the meeting, that the gullies in Market Street were blocked.

Cllr. Best reported from the recent Councillor surgery, where a resident had expressed concern about the number of HGV’s going through the centre of the town. He made the point that the only way to impose a weight limit on the road would be to downgrade the classification from ‘A’ to ‘B’. This had been attempted some years ago, but had not been successful. Councillors agreed that it would be worthwhile investigating this again and asked the Clerk to add the subject of road re-classification as an agenda item to a future Planning & Highways meeting.

115 **DATE OF THE NEXT MEETING**

19/20

Monday 25 November 2019 at 6.45 p.m. in the Council Chamber.

The meeting closed at 7.40 p.m.

Signed:

Dated:

tc28Oct2019