

Minutes of a meeting of CREWKERNE TOWN COUNCIL held in the Council Chamber, Town Hall, Market Square commencing at 18.45 on Monday 29 July 2024.

PRESENT

Cllrs. A. Samuel (Mayor), S. Ashton, N. Draycott, K. Head, J. Morris, J. Nathan, C. Rawe, A. Stuart and S. Woodland.

In attendance: Town Clerk K. Sheehan, Deputy Clerk G. Hughes and four members of the public.

034 APOLOGIES FOR ABSENCE

24/25

Apologies for absence were received from Cllr. Best (unwell) and Livesley (personal).

035 DECLARATIONS OF INTERESTS

24/25

No declarations of interests were made.

036 TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 24 JUNE 2024

24/25

The minutes of the meeting held on 24 June 2024 were AGREED as a true and accurate record.

An action to send a letter asking for Heras fencing to be removed from the end of Church Path was noted as outstanding.

037 PUBLIC OPEN FORUM

24/25

Members of the public raised the following points:

- The two benches located in Falkland Square were well used, and the possibility of a third was raised. Some discussion took place around location, and the Town Clerk was asked to contact the Management Company about the principle of a third bench, with location to be determined at a later date.
- A representative of the Community Kitchen reiterated that they were seeking a letter of support from the Town Council for their proposal to acquire premises to set up a community hub, reporting that they would be attending a summer event in the GRC with more food-based activities.

038 TO RECEIVE REPORTS FROM:

24/25

a. Somerset Councillors

Cllr. Ashton reported that:

- A flexible plastics recycling trial would be starting soon and he would circulate further details.
- He had no further information at present on the future of Crewkerne's recycling centre.

b. Local Community Network (LCN) representative

Cllr. Head reported that no further meetings had taken place, the next one was scheduled for September.

c. Crewkerne Neighbourhood Policing Team (NPT)

A written update was noted.

039 **CLERK'S PROGRESS REPORT**

24/25

The Town Clerk reported that:

- Somerset Council had recently contacted all Parish and Town Councils in the former South Somerset district to say that dog and litter bin collections would be chargeable from the start of the 25/26 financial year. The Town Clerk had agreed an extension to the deadline for bin collection data until mid-September.
- Phase four of the South Street gas works was now underway, with traffic able to access Crewkerne town one way coming from Misterton, and two-way traffic reinstated between Kithill and the town centre.
- The revised planning application for Viney Bridge Mill would be discussed at an extra Planning and Highways Committee meeting on 2nd September at the George Reynolds Centre, to meet the deadline set by Somerset Council.
- A further grant application for Neighbourhood Plan funding of just over £9,000 had been awarded, which would enable the Steering Group to continue to progress the plan.
- The Family Fun Day at the weekend had been well received and thanks were extended to the team of staff and councillors who had supported the event.
- A response from Somerset Council regarding the one-way systems and traffic survey requests had been received and would be listed on a forthcoming agenda for discussion.

040 **FINANCE**

24/25

- a. To approve the accounts for payment for July 2024 as listed

The Town Clerk reported that Cllr. Best had verified the accounts for payment in accordance with the Council's Financial Regulations. Accounts for payment for 29 July 2024 in the sum of £71,271.08 were APPROVED.

The Town Clerk agreed to follow up on a query relating to two payments where VAT had not been recorded.

- b. To report the bank reconciliation for June 2024 has been completed

The Town Clerk reported that Cllr. Best had verified the bank reconciliation for May 2024. It was noted that cash in hand as of 30 June 2024 was £856,868.62.

- c. To note that the monthly accounts for the War Memorial Commemoration Trust have been checked

The Town Clerk reported that Cllr. Best had verified the Trust accounts and that cash in hand as of 30 June 2024 was £4,321.07.

- d. To note the Q1 financial update report

The Q1 financial update report had been circulated and was noted, no questions raised.

041 **PLANNING APPLICATIONS**

24/25

a. 24/01412/FUL: Land adjacent Cloudshill Hewish Lane Crewkerne

Concerns about the proposed vertical timber cladding were raised, noting that this is not in keeping with the traditional styles of the area.

Recommend: APPROVAL, subject to comments regarding cladding and appearance being taken on board.

b. 24/01683/TPO: Land adjacent to Barn Street Recreation Ground

Noted without comment. The Town Clerk provided background information regarding the proposed management scheme, reporting that 125 houses in the vicinity of the Recreation Ground had received a letter outlining these plans in detail.

c. 24/00099/HOU: 51 Hermitage Street Crewkerne TA18 8ET

It was noted that no illustrations of the proposed windows had been included with the application.

Recommend: APPROVAL, on condition that the intended new windows resemble traditional sash windows, as this is not clear without diagrams/pictures.

d. 24/01624/NMA: Southern Phase of Crewkerne Key Site off Station Road Crewkerne Somerset

Recommend: APPROVAL.

042 **CEMETERY LODGE**

24/25 **To consider quotations for repointing and guttering works**

External works to the Lodge in the value of £19,845 +VAT were AGREED to be awarded to Luke Grafton, to be funded from earmarked reserves.

043 **CREWKERNE COMMUNITY KITCHEN (CCK):**

24/25 **To consider a request for a formal letter of support for plans to set up a 'Community Hub'**

Councillors considered a request from CCK for a formal letter of support for their proposal to establish a community hub in the town. It was noted that the search for premises had now broadened from the initial intention to acquire 2 Market Street. Councillors felt that this was in principle, a worthy cause, and AGREED to write a letter of support for the project.

044 **CREWKERNE NEIGHBOURHOOD PLAN**

24/25 **To consider a request from the Neighbourhood Plan Steering Group for formal support in designating Open Spaces in the Neighbourhood Plan for Crewkerne**

Councillors considered a request for formal support in designating open spaces in the Neighbourhood Plan. The Chair of the Neighbourhood Plan Steering Group explained that in the two town-wide consultations, responses had indicated a high level of support for protecting green spaces. The support of the Town Council was sought as the Neighbourhood Plan was being produced for the Town Council. If this request was agreed, the Steering Group could move forward with writing to the landowners in question. Some discussion took place around the various sites included in the proposed 'green lung' which would connect Henhayes Recreation Ground to the key site development. It was clarified that sites could not be designated where an existing planning consent was in place. Councillors AGREED to formally support the designation of open spaces in the Neighbourhood Plan for Crewkerne.

Cllr. Samuel thanked the Chair of the Steering Group for his efforts over several years with the Neighbourhood Plan.

045 **ASSET DISPOSAL**

24/25 To resolve to dispose of Council equipment as listed in the attached report

Four items of equipment had been identified as surplus to requirement by the Grounds Team and Operations Manager and valued independently. Some items were no longer functioning, some were deteriorating due to lack of use. It was therefore AGREED to dispose of the tractor, chipper, trailer and non-operational mower as outlined in the report, and funds ringfenced against purchase of additional mowing equipment, with all arrangements delegated to the Operations Manager.

046 **HAPPY VALLEY OUTREACH**

24/25 To receive a report from youth outreach provider and consider summer holiday provision options

Councillors considered a report from ALS regarding the summer term evening outreach work at Happy Valley and listing a number of options for continuation over the summer holidays and early part of the autumn term. It was AGREED to fund additional 'pop up' sessions and further outreach work in early September/October until the evenings become shorter.

047 **NEWSLETTER**

24/25 To agree the draft town newsletter for distribution

The draft newsletter was AGREED for distribution.

048 **TO RECEIVE THE FOLLOWING MINUTES AND APPROVE ANY RECOMMENDATIONS THEREIN:**

24/25

- a. Happy Valley Working Group 15 March 2024.

All minutes above were duly noted and any recommendations contained therein AGREED. No reports from outside bodies were received.

049 **MATTERS OF REPORT**

24/25

Councillors raised the following points:

- Cllr. Morris reported that the new Member of Parliament had recently held a surgery in the town centre and taken up concerns regarding delivery vehicles parking in Market Street and speed limit in the town centre.
- Cllr. Ashton reported that a revised version of the patient application Anima would be launched shortly which was hoped to be less cumbersome than the existing version.
- Cllr. Samuel noted that delivery lorries parking outside the George were also causing difficulties for motorists.
- In response to a query from Cllr. Woodland, the Town Clerk confirmed that the new bins for Happy Valley had been delivered and were awaiting installation.
- Cllr. Nathan expressed concerns about overflowing bins in the George. The Town Clerk reiterated that overflowing bins should be reported to Somerset Council and that frequency of collections could be looked at as part of the upcoming charging review.
- Cllr. Nathan added that she had received concerns about speeding in North Street. It was noted that there were two SID poles in North Street, and Speedwatch volunteers would be welcomed.

- Cllr. Head thanked staff for their efforts with the summer Family Fun Day and noted that she hoped there would be increased attendance from Councillors at future events.
- Cllr. Head stated that she would provide an update on the town defibrillators in September; noting that the unit in the George Shopping Centre was now operational and a replacement unit for West Street car park was being purchased thanks to a donation from the League of Friends. She also reported that Crewkerne in Bloom were progressing plans to paint the telephone cabinets in the town centre, with the first design having been agreed. Each would be nature themed and the first one would be the cabinet outside Waitrose.

050 **DATE OF THE NEXT MEETING**

24/25

Monday 30 September 2024, 18.45, Council Chamber, Town Hall.

The meeting closed at 19.51.

Signed:

Dated:

TC29July2024