



**DRAFT MINUTES**  
**CASTLE CARY TOWN COUNCIL MEETING**

held at 7:00pm on Monday 18<sup>th</sup> September 2017 at the Market House, Castle Cary

**Present: Barry Moorhouse, Barbara Williams, Nick Weeks, Penny Steiner, Pek Peppin, Martin Atkins, Justin Birch, Judi Morison, Sally Snook, Bob Gilbey, Debra Henderson**

**Fire Station Manager: Andy Cole PCSO : Tim Russell**

**Officer Present: Claire Craner-Buckley**

**County Councillors: Mike Lewis, Henry Hobhouse**

**Members of the public: 2**

**Public Session (if any member of the public wishes to speak)**

**2017**

**TC146 Apologies for absence**  
Terry Philpott, Sue Hake

**TC147 To approve the minutes of the Town Council Meeting held on Monday 21<sup>st</sup> August 2017**

**Resolved:** 1 amendment NW TC136 Pavilion *had* been available for 2 months. All Agreed. BM signed.

**TC148 Declarations of personal or pecuniary interest (*these must be declared BEFORE the agenda items concerned are discussed. Persons with a declared pecuniary interest must leave the meeting room when these are discussed*)**

No declarations made

**TC149 To agree any items to be dealt with after the public, including the press have been excluded. (A resolution to be passed by Councillors)**

No items declared

**TC150 Community Safety and Security**

Tim Russell PCSO gave his statistics report (attached)  
He advised that Matt Thomas is the new local sergeant.

Andy Cole Fire Station Manager advised that the recent charity car wash was well supported & gave details of the recent fire at Dimmer waste site.

**TC151 To receive any reports and items of information from Councillors (not listed separately on the agenda)**

**151.1 Mike Lewis (County Councillor) advised:**

Highways improvements planned from Cary Hill to bottom Ansford Hill to A371.

Fingerposts, there is now an official SCC programme encouraging volunteers to paint local posts after training

New Healthy eating information is available

New prevention of smoking in pregnancy information is available

JM thanked ML for his recent support/letter to David Warburton MP objecting to the Somerset Skills & Learning cuts. These will affect 10,000 learners in the county. JM advised that this issue is an on going fight.

**151.2 Nick Weeks (District Councillor) advised:**

Spending of CIL should become clearer in December.

Community Transport is in a terrible financial state with no lottery grant so the CAT bus will be struggling. They will approach CCTC for some financial support. BM agreed to the arrangement of a meeting re: this.

**151.3 Henry Hobhouse (District Councillor) advised:**

The banning of volunteer drivers will kill off community buses. He asked for CCTC support on this issue with a letter to David Warburton MP. The banning includes the hospital transport service.

Dimmer: Very high quantities of waste, up to 150,000 tons a year, are currently being delivered, which is back up to 1990 levels & very concerning.

BM asked HH for confirmation that there is due to be a 22% cut in SSDC personnel. HH confirmed this is the case. He advised that the new Chief Exec Alex Parmley says: the reduction in personnel will not affect services. NW added the planned restructuring will free time for staff to deal with the public, helping with online forms etc. There will be a more efficient service with each client having a 'Golden Record'.

9 batteries have been purchased at a cost of £6.5 m.

**151.4 Update on Key Objectives/Projects:**

NW Pavilion: no update  
NW PP bus stop relocation: no update  
JB JM Improving image of the Council: no update  
BM JM small businesses: no update  
BW car parks: no update  
NW BG Millbrook toilet: no update  
PP Pitching: no update

JM advised that the 1<sup>st</sup> Youth Council meeting is taking place on 26<sup>th</sup> September.

**TC152 Chairs Report**

**152.1 Update on Quality Council Application:**

JM advised that the papers are to be submitted

**152.2 Feedback from Barclays following notification of Bank Closure:**

BM advised that a 24hour ATM is being discussed for the town

**152.3 Update on Dimmer Waste Dump Fire**

SS attends the Dimmer Liaison Committee every 6 months. She reported on the meeting held on 14<sup>th</sup> September. (Report attached). The meeting focused on the fire at the waste site on 28<sup>th</sup> August Bank Holiday. SS had sent questions in advance to the new Manager Mr Rosewell. SS gave her report with Andy Cole Fire Station Manager adding additional details. The Liaison Committee will now meet every 3 months.

**Action: To reduce future risks, CCTC to write to Viridor to request that they purchase capital equipment for water pumping and also undertake non-working day monitoring. SS & PP to liaise with BM & Andy Cole to draft.**

**TC153 Clerks Report**

**153.1** BM reported for SH: SSDC staff reduction. All weather grass pitch CCTC will support with a letter & £100 set aside. JM advised that Ansford Academy would host the pitch. 106 new play equipment: CCTC will decide what equip. Wifi connection quote: £310 + VAT.

**Full Report from Clerk attached with additional items.**

## Committees Reports, Recommendations & Progress on Major Projects

### TC154 Planning Committee & Neighbourhood Plan

#### 154.1 Planning Minutes Distributed

PP reported that 37 High Street developer is now looking at alternative uses for building to a restaurant.

PP noted that developers have called their new site: Weavers Field which is not appropriate. They have agreed to the Council coming up with another name. Historically the field was called The Mead. DH suggested this could be a project that involved the schools.

#### 154.2 Neighbourhood Plan update

PP advised that she has received a report back from SSDC commenting on the draft NP that CCTC sent. The NP group are meeting SSDC tomorrow to discuss. The aim is for a Consultation at the end of Oct.

### TC155 Properties, Infrastructure, Pither Project & Fairfield-updates

#### 155.1 To consider Fairfield Path contractor quotes and approve quote and contractor to progress installation

PS had previously circulated her report with the path quotes from 3 contractors. She advised that although the same specification had been sent they had not all quoted for the same.

**Resolved:** BM proposed GJS who have specified new tarmac & have given a 5 year guarantee. JB seconded.

Vote taken: 6 in favour. 4 abstentions.

Motion carried to appoint GJS.

A discussion then took place re: the public mandate to spend on footpaths. DH concerned. PS gave all details of how the Council have engaged the public over the last 2 ½ years. Width of path discussed NW concerned. PS advised that SSDC had advised 1.2 metres wide.

SS checked on line: 1.5 metres width for wheelchair with person beside.

NW left the meeting.

BM proposed : Do Councillors accept proposal as set:

Vote taken: 9 in favour. 1 against.

**TC156 Marketing Communication & HR**

**156.1 Update on induction for Justin Birch**

JM advised that the Induction is due to take place tomorrow.

**TC157 Finance and Management**

**157.1 To note the accounting statements to 31 August 2017**

**Resolved:** Agreed unanimously.

**157.2 Recommendation: to approve the September Payment Schedule**

**Resolved:** Agreed unanimously.

**157.3 Nominate Councillor to verify and authorise payments**

**Resolved:** **BG** agreed to verify and authorise the payments

**157.4 Motion “ To proceed with the implementation of a Credit/Debit card reader from SagePay using the Purchase option rather than rental”**

**Resolved:** Action to proceed. Agreed unanimously.

**157.5 Motion “ To accept the Budget planning Schedule as distributed”**

**Resolved:** Action JM needs to speak to BM. Delay decision.

**157.6 Motion “ To change our accounting method from Payments/Receipts (Cash Basis) to Expenses/Income (Accrual Basis) from 1<sup>st</sup> April 2018”**

**Resolved:** Action to proceed. Agreed unanimously.

**157.7 Update on Credit Card application**

**Resolved:** 2 cards have been received. Action to use. One card to be used by BM & can be used by any councillor.–Card is with BM but PIN is kept in safe if others need to use the card. A 2<sup>nd</sup> card to be used by SH. Agreed unanimously.

**157.8 Update on signatory/authorisation with Barclays**

**BM** advised that his on line authorisation has been cancelled in error. He has requested reinstatement. **JM & SS** have now been given online access.

**The October 2017 meeting of the Town Council will be held on Monday 16<sup>th</sup> October in the Market House at 7:00pm**

**The meeting was closed at 20.35 pm**