

**MINUTES OF THE CASTLE CARY TOWN COUNCIL MEETING
HELD ON MONDAY 20th JANUARY 2014 IN THE METHODIST SCHOOLROOM,
NORTH STREET, CASTLE CARY**

Present:

Town Councillors: Mr T Philpott (Chairman), Mr B Gilbey, Mr G Hayes, Professor N Morley, Mrs Annie Morley, Ms A Piggott, Mr C Simcox, Mrs S Snook, Mrs P Steiner, Ms P Peppin, Mrs E Stokes, Miss L Tilling, Mr N Weeks.

District Councillor Mr H Hobhouse

County Councillor: Mr M Lewis

Officers in attendance: Mrs S Hake (Town Clerk),

Members of the public were present at the meeting

Western Gazette representative Stephen Devy-Osborne

191	Apologies for absence- PC Katie Maun & PCSO Hayley Barber	
192.1	Congratulations were made to Miss Tilling on receiving her MBE	
192.2	To approve the minutes of the Town Council Meeting held on 9th December 2013 Approval proposed by Mr Hayes Seconded Mr Gilbey-All agreed	
193	The Chair requested Declarations of personal or pecuniary interest (<i>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</i>).	
194	Public Session (if any member of the public wishes to speak) The chair adjourned the meeting Members from the Catherines Close toilet group enquired what decision had been made to agree works to create and refurbish a single facility to be made available in the play area. Mr Philpott confirmed the proposed quote agreed will be within budget. The toilets were previously closed due to vandalism and Anna Hayles from the toilet group enquired what would happen if this occurred again. Mr Philpott explained a decision would be made by the Council as and when if anything occurred. The Chair reconvened the meeting	

	Reports	
195	To receive any reports/items of information from Councillors (not listed separately on the agenda)	
195.1	<ul style="list-style-type: none"> - Henry Hobhouse, District Councillor - Mr Hohouse reported SSDC will be running a government led programme later this year/early next year, to support troubled families in our area who may be unemployed with children who are experiencing problems at school. SSDC are currently seeking volunteers who are able to assist in the capacity of a mentoring role. 	
195.2	<p>Miss Tilling reminded councillors the deadline for the Newsletter was Thursday 23rd January.</p> <p>Mr Hobhouse agreed to request information to be submitted relating to the Programme with a time required from volunteers of approximately 1-2 hours per week.</p>	Mr Hobhouse
195.3	Mr Hobhouse informed the Town Council the Government have still not announced if Councils will be capped and warned there may be a 2% capping on the Precept.	
195.4	<p>Mr Lewis also warned the Council Capping could be imposed at 1.5%.</p> <p>He also informed the Council that Somerset County Council have confirmed there will be no increase on Council tax, but has not yet received notification from the Police and Crime Commissioner of a final decision to be made for Avon and Somerset Police. It could be a 10% increase which may then need a referendum at a cost to the tax payer.</p>	
195.5	<p>Mr Weeks, District Councillor</p> <p>Mr Weeks informed councillors the Area East meeting would be held on 28th January.</p>	
195.6	He also noted the availability of a police information leaflet and will check if available in the Market House.	Mr Weeks
195.7	In reference to the element of Market Towns and Employment Land part of the South Somerset Local Plan Mr Weeks is repeatedly asking about infrastructure specifically relating to roads in the Torbay Road area.	
195.8	<p>Mr Weeks also queried the amount of subsidising given to Bristol police from Avon and Somerset.</p> <p>Mr Hobhouse explained this is due to a higher level of crime in Bristol commenting on a further amount in the region of 32 million taken and given to 3 other areas in the country.</p>	
195.9	Miss Tilling informed Councillors that the library consultation had delayed to an unspecified date in the future and confirmed she will continue to monitor the situation.	

196	<p>Community Safety Statistics supplied by PCSO Hayley Barber to the Clerk were distributed. Information received on the day of the meeting were also distributed relating to a request from the police for the Town Council to approve the Market House as a designated Safe Place. The request was agreed to be referred for consideration to the next Prom and Comm meeting.</p>	Miss Tilling
197 197.1 197.2 197.3 197.4	<p>Youth Matters and Schools</p> <p>197.1 Youth Matters Miss Tilling reported the accounts were now held in their own name and were running well.</p> <p>197.2 Schools Miss Tilling confirmed the New Head had now started at Ansford Academy and that she proposes to invite her to a Town Council meeting. Miss Tilling to liaise with the Clerk to arrange.</p> <p>197.3 Childrens Centre Miss Tilling reported back from the meeting attended by Judi Morrison that the Swainson building currently managed by the Balsam Centre at Wincanton will cease to continue to be used, but that other functions will still continue in the town.</p> <p>197.4 Mr Hobhouse confirmed that all staff would be relocating to either the Balsam centre in Wincanton or to Ilchester.</p>	Miss Tilling/ Clerk
198	<p>Market Towns Investment Group There have been no further meetings since the previous month and there is nothing further to report on for the apps at present. Mr Philpott request Ms Peppin provide costings relating to signage currently being looked at to take to the next meeting in February.</p>	Ms Peppin/Mr Philpott
199 199.1 199.2 199.3 199.4 199.5	<p>- Clerks Report</p> <p>199.1 The Fairer Funding for Somerset document from SCC was distributed for information– requesting support to obtain government investment for flood prevention in Somerset.</p> <p>199.2 The Clerk has been requested to enquire if anyone knew of any organisations that could make use of surplus wooden tables.</p> <p>199.3 Godfrey Hall has informed the Clerk that Queen Camel and numerous other areas have implemented 20mph speed restrictions and enquired if this is something the Town Council will pursue for the South area of Castle Cary.</p> <p>199.4 Blood Donor sessions at Caryford Hall were notified to Councillors.</p> <p>199.5 Councillors were asked to confirm if attending the Area East Town and Parish meeting at Wincanton on 28th January.</p>	

199.6	Councillors were informed of an invitation to the Castle Cary & Ansford Carnival Society, for presentations of donations to local charitable organisations on Friday 7 th February. Councillors were requested to inform the Clerk or Sue Stockman by 31 st January.	
199.7	The football club will be holding a Bingo at the constitutional club on a date to be set in April and sought approval for small posters to be used to promote the event.	
199.8	Councillors were notified Clerks will be on leave and will confirm dates office will be open.	
199.9	Pavilion electric work quote now received- decision to be made at the next finance meeting.	
199.10	Viridor have informed the Clerk they are looking to offer funding towards large projects that are linked to Community, Heritage or Bio-Diversity.	
	Major Projects	
200	CCTV (Liz Stokes) Mrs Stokes informed Councillors SES have now completed works relating to the CCTV although one camera seems to be faulty at present . A flat screen monitor has been suggested which would then take less shelf space. Mr Weeks noted the need for an additional cupboard to be made to further secure the new recorder.	
201	Milbrook Car Park Toilets (Colin Simcox) Mr Simcox advised the lease has not yet been signed due to a request for clarification of communications from SSDC.	
202	Pither Project (Liz Stokes)	
202.1	Mrs Stokes visited the Youth Club to move the project forward. The Youths are keen to work with the Council and will attend a meeting on the 29 th January where they will put proposals to the Town Council.	
202.2	The Lenten appeal may be a possibility to be used for the ball wall. Councillors were informed the installation date for the fitness equipment has been brought forward and will now happen on Wednesday 22 nd January with the plan to look at the fencing after the installation has been completed.	
203	Catherines Close Toilets (Sally Snook / Laura Tilling)	
203.1	Some elements of the toilets could not be discussed in detail due to the confidentiality of the tenders. Miss Tilling confirmed agreement to accept the lowest estimate and contingencies.	
203.2	Miss Tilling proposed the lowest estimate is now progressed Seconded Ms Peppin – 8 votes for. Clerk requested to ascertain if application for planning permission is required .	Clerk

<p>203.3</p> <p>203.4</p> <p>203.5</p>	<p>Mrs Snook and Mrs Stokes have met with museum volunteers to discuss and agree for the museum items to be temporarily relocated to the Council storage side and install a temporary wall.</p> <p>Mrs Snook to arrange a convenient time with the museum volunteers and the toilet group to relocate the stored items.</p> <p>The toilet group have been successful in securing a £700 cheque from Crown Petfoods towards the refurbishing of the toilet facility at the Catherines Close Play area.</p>	
<p>204</p> <p>204.1</p> <p>204.2</p> <p>204.3</p> <p>204.4</p> <p>204.5</p> <p>204.6</p> <p>205.1</p> <p>205.2</p> <p>205.3</p> <p>205.4</p> <p>205.5</p> <p>205.6</p> <p>205.7</p> <p>205.8</p>	<p>Market House Project (Nick Weeks / Laura Tilling)</p> <p>The Market House has now been handed over from the builders although the roof is currently still leaking , however the Shambles will be finished within 10 days by the 30th Jan when the first public event will be held by Cary Live.</p> <p>The chairs should now arrive on Tuesday 28th January.</p> <p>There will be a Market House meeting on Tuesday evening at 6.30pm with Mrs Morley to go through the planned launch of the Shambles.</p> <p>The next Market House management meeting will be held on February 4th at 6.30pm</p> <p>Miss Tilling thanked Mr Weeks for overseeing the works.</p> <p>Ms Peppin reported she had moved forward with the change of signs.</p> <p>- Castle Cary Big Christmas</p> <p>Miss Tilling reported £140 is to be claimed from SSDC to cover the cost of running the Castle Cary Big Christmas after utilisation of VSOS funding.</p> <p>Judy Morison will continue to chair the meetings with Debra Holmes as Secretary.</p> <p>The suggested day of a Friday and date are planned to be shown in the Newsletter.</p> <p>Miss Tilling has distributed a spreadsheet with approximate costs for Main project grants, and if there are no questions proposes approval of the costs. No questions raised Proposal Seconded by Mr Weeks – All agreed</p> <p>Mr Hobhouse informed the Council The Moat Garden raised an amount of £120 to cover the cost of insurance.</p> <p>Mr Lewis informed Councillors the next Steering Group is to be held at Sparkford on 29th January.</p> <p>Councillors were also informed that Bath are currently looking at the possibility of glazing by the Roman pillars and it was suggested perhaps this is something that could be looked at for the Market House at a point in the future.</p> <p>Councillors were informed Gerald Davidson is looking into Lighting and will feed back to Big Christmas meeting.</p>	

	Committee Reports and Recommendations	
205	Finance	
205.1	<ul style="list-style-type: none"> – to receive the bank reconciliation as at 31st December 2013 Reconciliation previously distributed 	
205.2	<ul style="list-style-type: none"> – to approve the list of January payments. Approval proposed by Miss Tilling Seconded Mrs Morley – All agreed 	
205.3	<ul style="list-style-type: none"> – Agree Precept for 2014-15 as distributed Suggested options for the Precept were previously circulated by Mr Philpott. He discussed the three options for consideration and also went on to explain about the grant received from government through SSDC was £10K in 2013-14, reduced to £5k for 2014-15 but may be £0 for the year 2015-16 The precept requirements were discussed in further detail with Mr Lewis answering Miss Tilling’s enquiry to confirm support for local organisations and services will continue to be reduced moving forward. Mr Philpott proposed the option to increase the precept for 2014-14 by 2% making the increase to the taxpayer of £2.39 for the year making a total precept of £108,270 including the £5k passed by SSDc to the Town Council. Seconded by Ms Piggott. NB the vote was carried in favour of the proposal by 8 votes, however it was noted that this me need to be revisited subject to decisions being made by central government. 	
205.4	<ul style="list-style-type: none"> – VAT registration Castle Cary Town Council are now registered for VAT and so will now need to charge VAT 	
205.5	<ul style="list-style-type: none"> – Electronic banking delay The Town Council have been advised to put electronic banking on hold on a national level at present. 	
205.6	<ul style="list-style-type: none"> – Finance meeting Mrs Stokes requested available dates to arrange a Finance Meeting. The date agreed was 24th Feb fro 6.30pm at the Market House. 	
206	Human Resources Committee Professor Morley confirmed nothing to report at present. Mr Philpott informed Councillors that his position as Chair of the Town Council will expire at the April meeting this year.	
207	Planning Committee	
207.1	Mr Hayes reported the planning application by Centaur Services had been supported.	
207.2	Letter – Concrete batching plant appeal Ms Peppin informed Councillors that insufficient time had been given to the Town Council for the Concrete batching plant appeal proposing the two letter distributed should be sent by e-mail. Seconded Mr Hayes – All Agreed	Clerk

207.3	Mr Weeks informed Councillors he had spoken with David Norris at Planning as the appeal had been requested to be in person and not in writing.	
207.4	Mr Philpott reported Priorities have now been set to cover 4 key areas for drawing 106 monies.	
207.5	The Local Plan presentation was well attended on the 18 th December.	
207.6	Miss Tilling reminded councillors to keep on the radar anything in reference to the relocating of the school.	
208	Properties Committee Nothing to report	
209	Infrastructure Committee	
209.1	Mr Simcox reported he has been in contact with John Nicholson from highways in reference to the proposed road closures for repair works to the pavements and enquired if it may be possible to move the dates.	
209.2	Mr Lewis advised copying in Scott Davis and flagging e-mails that are sent.	
210	Promotion and Communications Committee	
210.1	Miss Tilling has been requested by the museum to contact numerous groups to arrange a meeting, with a view to discuss possible funding from the Heritage Lottery fund for the Commemoration of WW. The purpose of the meeting would seek someone who is able to form a committee and apply for funding.	
210.2	Ms Piggott, Debra Holmes and Miss Tilling are discussing a Town Calendar to record events taking place with a meeting proposed to be held on 5 th March. All Councillors were happy for the proposed meeting to be advertised.	
210.3	Miss Tilling requested Mr Philpott discuss the Annual Town Meeting when meeting to discuss the 106 agreement with Ansford PC.	
210.4	Ms Peppin informed Councillors the proposed Gateway sign designs and costings will be taken to the Prom and Comm meeting being held on 10 th February.	
210.5	Miss Tilling reported the Town leaflet is currently being worked on by Fiona and Bridget with assistance from Maureen, with a view to print 12000. Ms Piggott is currently working on a photograph to be included.	
211	Full Council Meeting Time Mr Philpott apologised for not consulting with all councillors in reference to amending the Town Council Meeting time start. A vote was made and carried by 7 votes to try a starting time of 7pm. Next Meeting Monday February 17 th February 7pm at the Market House	

A/C	Date	Ref	Ex.Ref	Dept	Details	Net	VAT
BWBSL	01/01/2014	M15261783	103337	12	Catherines Close Water Rates 24/5/13-25/11/13	39.22	0.00
CCACS	01/01/2014	Big Christmas Radio loan	103338	24	CCBig Christmas radion loan from CC&A Carnival Society Dec1	18.00	0.00
INCOGNEA	01/01/2014	100- Big Christmas Costume hir	103339	24	CCBig Christmas Incogneato Drummer costume hire	20.00	0.00
MISSLAUR	01/01/2014	LT reimb MCing to Incogneato	103340	24	CCBig Christmas L Tilling Reimburse payment to Incogneato MC	50.00	0.00
DAVEMARS	01/01/2014	289	103341	24	CCBC lights	44.15	8.83
DAVEMARS	01/01/2014	289	103341	13	5L Paint + paint brush + bin bags and rope	39.02	7.80
R.SMITH&	09/01/2014	8/14	103342	15	Hedge Trimming Ansford Road - Bank	140.00	28.00
MIDWESTO	10/01/2014	36295	103343	1	Office Stationery- Copy Paper, notebooks, year planner	40.46	8.09
TJPHILPO	10/01/2014	TP reimb phone purchase	103344	21	Reimb T Philpott purchase of additional BT phone	10.83	2.17
GOPAK	10/01/2014	316979 + 314684 VSOS	103345	23	VSOS Market House gopak tables	1384.44	276.89
MARILYNS	11/01/2014	Minor Works Dec13 Cemetery	103346	13	Cemetery Minor Works Dec 13 8 hrs @£9.88	79.04	0.00
MARILYNS	11/01/2014	Minor Works Dec13 Chapel	103346	13	Chapel Minor works Dec13 2.5hrs @£9.88	24.70	0.00
MARILYNS	11/01/2014	Minor Works Dec13 CPA	103346	14	Childrens Play Area Dec13 2hr @£9.88	19.76	0.00
MARILYNS	11/01/2014	Minor Works Dec13 MH	103346	21	Market House Dec13 1.5hr @£9.88	14.82	0.00
MARILYNS	11/01/2014	MinorWorkDec13 tidy undercroft	103346	21	Market House Undercroft Minor works Dec13 tidy post Big Chri	19.76	0.00
JULIANSH	01/01/2014	Ground Works Dec13 Cemetery	103347	13	Cemetery Ground Works Dec13 77 hrs	710.01	142.00
JULIANSH	01/01/2014	Ground Works Dec 13 CPlayarea	103347	14	Childrens Play Area Ground Works Dec13 6 hr	55.32	11.07
JULIANSH	01/01/2014	Ground Works Dec 13 DP Field	103347	15	DP Field Ground Maint alloc Dec13 3 hrs	27.67	5.53
AJMULLET	20/01/2014	45 Cemetery painting-welding	103348	13	Cemetery Main Gate Painting & Welding New Bar	400.00	0.00
AJMBUSIN	20/01/2014	46 Copier charges	103349	21	Copy Charges colour 3116 black 3116	186.96	0.00
AJMULLET	20/01/2014	49 C Play area fencing	103350	14	Childrens Play Area Fencing supply & fit Chain Link&timber	550.00	0.00
Payroll Costs	20/01/2014	Payroll costs Jan14	104451/4	1	Payroll costs Jan14	1709.92	0.00
						5584.08	490.38
BRITISHG	10/01/2014	DD BGas Jan14	DD BGas Jan14	15	Pavilion BGas DD Jan14	109.80	5.49
SCOTTISH	11/01/2014	DD Scottish Power Jan14	DD Scottish Power Jan14	15	Pavilion Scottish Power DD Jan14	31.09	5.91
BT	09/01/2014	DD BT Jan14	DD BT Jan14	1	CCTC BT Internet Charges Jan14	42.00	8.40
BARCLAYS	09/01/2014	DD Barclays Jan14 c/a	Dd Barclays Jan14	1	Barclays Bank Charges DD Jan14 c/ac	6.66	0.00
BARCLAYS	09/01/2014	DD Barclays Jan 14 DP	DD Barclays Jan14	15	Barclays Bank Charges DD Jan14 DP Ac	6.66	0.00
Chess Ltd	24/01/2014	DD Chess Jan14	DD Chess Jan14	1	Chess DD phone charges Dec13	18.66	3.73
						214.87	23.53