

MINUTES OF CASTLE CARY TOWN COUNCIL ANNUAL & MONTHLY MEETING
Held MONDAY 16th JUNE 2014 at the Methodist Church School Room

Present:

Town Councillors: Mrs E Stokes,(Chairman) Mr N Weeks, Ms P Peppin, Mr B Gilbey, Miss L Tilling, Ms A Piggott, Mrs S Snook

Officers in attendance: Mrs S Hake (Town Clerk)

Western Gazette rep: Stephen Davy-Osbourne

52	Apologies for absence Mrs P Steiner, Mr C Simcox, Mr T Philpott, Mr M Lewis	
53	To approve the minutes of the Town Council Meetings held on Monday 19th May 2014 Proposed by Mrs Snook, Seconded Miss Tilling, -Agreed with Ms Piggott abstaining as was not in attendance at the previous meeting	
54	Co-Option of Two New Councillors	
54.1	A vote was taken for the Co-Option of two new Councillors with a unanimous vote for the Co-Option of Richard Arnold and Judi Morison to join Castle Cary Town Council.	
54.2	The new councillors were welcomed and invited to join the table but advised they were unable to cast votes during the current meeting.	
54.3	Both Judi and Richard thanked the Council for being voted onto the Council.	
55	Declarations of personal, prejudicial or pecuniary interest <i>(these must be declared BEFORE the agenda items concerned are discussed. Persons with a declared pecuniary or prejudicial interest must leave the meeting room when these are discussed).</i>	
56	Public Session <i>(if any member of the public wishes to speak)</i>	
56.1	Mr Toop wished to raise his concerns relating the to play area, noting the minutes of the Town Council were not up to date and that he had not been able to attend the previous months meeting following his last attendance. He informed the council he thought it was wrong to remove the sign for children only and believed that the fitness equipment was not being used that much and was a waste of money. Mr Toop also noted that two dog signs needed to be reinstated at the play area.	
56.2	Mr Gilbey responded by stating the signs referred to are currently in hand and re-confirmed he had spoken to South Somerset District Council who do not have any concerns about the fitness equipment.	
	Reports	
57	To receive any reports/items of information from Councillors (not listed separately on the agenda) -Mike Lewis, County Councillor & Henry Hobhouse, District Councillor were not in attendance -Nick Weeks, District Councillor	
57.1	Mr Weeks reported the Local Plan was still in abeyance explaining that there is a plan in place, however the 106 monies needed to be agreed with Ansford Parish Council in reference to the Plan urgently as access to future developments were in jeopardy of being cut off, suggesting writing to David Norris (Chief Planning Officer at South Somerset District Council to raise concerns. The Council were previously informed by Mr Weeks it is thought they do	

<p>57.2 Mr Weeks also informed the Council Area East are continuing with Retails Assistance grants for shop windows for the current year.</p> <p>57.3 Ms Peppin suggested a meeting with SSDC to discuss the current application with Ms Piggott enquiring if David Norris would attend.</p> <p>57.4 Mr Weeks stated possibly the relevant officer dealing with the application would attend.</p> <p>57.5 Mr Philpott agreed to arrange a meeting for the discussion of the Torbay Road Development.</p> <p>57.6 Mr Weeks reported that it was thought that if a community asset sign could be put on the Consti Club it could delay the sale of the property for a period of 6 months but it unlikely now that it is in the hand of the receivers. Tim Cook is currently researching how much the receivers require and ascertain how much the outstanding debt is.</p> <p>57.7 The purchase of the 5 acre field is expected to be signed in the next week with Mrs Stokes confirming we have received confirmation agreement for funding.</p> <p>57.8 106 monies will be discussed further at Planning and with Ansford PC</p>	<p>have a 5 year plan.</p>	
<p>Town Councillors</p>		
<p>58</p> <p>58.1</p> <p>58.2</p> <p>58.3</p>	<p>Community Safety and Security</p> <p>PCSO Hayley Barber read through the Statistics distributed. She asked for people with heating oil to be made aware to check levels weekly through the summer months due to the theft of oil tending to increase at this time.</p> <p>PCSO Barber also requested the assistance of anyone seeing an assault taking place outside of the Save the Children Shop by a man believed to have come from Bath.</p> <p>Mrs Snook offered to put the request for information onto the website and Miss Tilling offered to try to contact people known to have been attending the event at the Market House at the time.</p>	<p>Mrs Snook</p>
<p>59</p> <p>59.1</p> <p>59.2</p> <p>59.3</p>	<p>Youth Matters and Schools</p> <p>Mrs Morison informed Councillors the Youth Club will run on an additional evening from September and there will be a music based theme involving musicians in the Community.</p> <p>Ms Peppin enquired if the Town Council should have a Youth Committee to ensure all committees considered the young people when meetings are held. The general opinion was that consideration was already given at the meetings.</p> <p>Mr Weeks reported there had been a constructive meeting held with the Head of the Primary School and the head of Somerset County Council, with a good idea of how to keep the School in the centre of town. Mr Weeks has requested Mr Lewis arrange for the minutes of the meeting to be forwarded.</p>	
<p>60</p>	<p>Market Towns Investment Group Not discussed at this meeting</p>	
<p>61</p>	<p>Clerk's Report The Clerk informed councillors of the change of name of Dyne Drewett due to a merger and the closure of the Shepton Mallet office and relocation to Wells.</p>	

	Major Projects	
62	Milbrook Car Park Toilets The toilet lease was confirmed to have been posted to SSDC.	
63	Pither Project Mrs Stokes informed Councillors the additional phases are on hold at present.	
64	Market House	
64.1	Mr Weeks reported a lift had been sourced for the Shambles which was currently being considered, The outside sink is also now about to ordered but any further items will need to be sourced from other funding. There are a few snagging items still outstanding for phase 2.	
64.2	Market House Management Group Report Miss Tilling noted concerns about the use of coffee mornings needing to use the facilities in the Shambles. The tables and chairs are temporarily stored in the Shambles on Tuesdays and the Gazebos and weights need to be relocated.	
64.3	There are small amounts of funding left from VSOS and expenditure has now been extended to mid November.	
64.4	Miss Tilling will be starting inductions on Wednesday afternoon initially for Mary Fowler who will be looking at managing the bookings for the Shambles and Wendy Silver will be looking at researching corporate and commercial bookings.	
64.5	The Market Manager will be continued by Joy Streetin and John Hatton is the new Properties Manager.	
64.6	Mrs Stokes suggested inviting John and Joy to a meeting to meet the Councillors.	
64.7	Ms Piggott reported Markets and Income are going very well with ongoing monitoring to consider impact to local traders. Income is between £100-£200 per week. Street Markets often have a break in January and February but the plan is to run all year round.	
64.8	Mrs Stokes requested Ms Piggott provide an income summary sheet to the finance committee.	
	Committee Reports and Recommendations	
65	Finance	
65.1	– to approve the list of June payments Mr Weeks proposed approval of the June payment list, seconded by Mr Gilbey – All agreed Mrs Stokes informed councillors there has been an overcharge on the photocopy charges which will be deducted from the next invoice.	
65.2	– Broadband & phone contract The clerk had distributed an overview of Broadband and phone charges for comparison for consideration. Councillors agreed for the clerk to move to a combined contract to save costs.	
65.3	– Cemetery fees revised- Mr Weeks proposed approval of the revised cemetery fees to be in line with charges from the Church Of England, Seconded Ms Peppin – All agreed.	
65.4	– Approved Policy documents	

65.5	<p>Mr Week proposed accepting the policy documents on block, Seconded Ms Piggott – all agreed</p> <p>– Approval of the Annual accounts</p> <p>Mrs Stokes informed councillors the accounts had been looked at in depth and approved at the finance meeting.</p> <p>Miss Tilling proposed approval of the Final accounts, seconded Mr Gilbey – All agreed.</p>	
66	<p>Human Resources Committee</p> <p>The Chair and Vice Chair were not in attendance at the meeting.</p>	
67 67.1 67.2 67.3	<p>Planning Committee</p> <p>The Chair of planning has resigned. The Town Council have received a complaint which is currently being looked into by Mrs Stokes.</p> <p>Mr Weeks reported there have been previous attempts to relocate a footpath at the Primary School and suggested the subject is raised at the planning meeting and an application made to relocate the current path.</p> <p>Miss Tilling queried the closure of the footpath from the Two Swans to the Milbrook surgery.</p> <p>Councillors were informed the path would be closed with the commencement of works to the development.</p> <p>Mr Week agreed to contact the owner to request notices are put up.</p>	<p>Mrs Stokes</p> <p>Mr Weeks</p>
68 68.1 68.2 68.3 68.4	<p>Properties Committee</p> <p>Ms Peppin raised a query on behalf of Liz Middleton in reference to the Chapel bench.</p> <p>Mr Gilbey will look at the condition of the benches to see what can be done.</p> <p>Mr Gilbey reported meeting with Alison Target in reference to extending the Cemetery and that a further meeting will be held.</p> <p>The family have offered to assist with the visibility splay issue but do not wish to action the work.</p> <p>Further discussion will be made at the next properties meeting.</p> <p>Ms Peppin reported that she and Liz Middleton have security marked all items and taken photos</p>	
69 69.1 69.2 69.3	<p>Infrastructure Committee</p> <p>Mrs Stokes confirmed the railing had finally been installed at the end of Ansford Road.</p> <p>Ms Piggott enquired if it is possible for the railing to be painted.</p> <p>Mrs Stokes offered to follow up</p> <p>Miss Tilling informed the Council the train station car park is being resurfaced explaining Chris Edwards is contacting Catherine Philips and she will forward contact details to Mrs Stokes.</p>	<p>Mrs Stokes</p>
70 70.1 70.2 70.3 70.4 70.5 70.6	<p>Promotion and Communications Committee</p> <p>Miss Tilling informed councillors Kelly Bruce had attended the last meeting and explained the new app and that the next step is to identify a town rep to work with Kerry who is linked to the Council.</p> <p>Mrs Snook informed Councillors Businesses could amend their details.</p> <p>Ms Piggott suggested approaching Lynn</p> <p>Miss Tilling to progress and make contact with Lynn and Kerry.</p> <p>Miss Tilling reminded councillors deadlines for the newsletter are 17th July.</p> <p>Ms Peppin will write the editorial with Mrs Stokes</p>	<p>Miss Tilling MsPeppin /Mrs Stokes</p>

The July 2014 meeting of the Town Council will be held on Monday 21st July 2014 in the Market House at 7:00pm

Approved as a correct record.....E Stokes 21 July 2014