

MINUTES OF CASTLE CARY TOWN COUNCIL MONTHLY MEETING

Held MONDAY 21st July 2014 at the Market House

Present:

Town Councillors: Mrs E Stokes,(Chairman) Mr N Weeks, Mr T Philpott, Mr C Simcox, Mrs P Steiner, Mr B Gilbey, Mrs J Morison

Officers in attendance: Mrs S Hake (Town Clerk)

Western Gazette rep: Stephen Davy-Osborne

Members of the public 3

71	Apologies for absence Mr P Peppin, Miss L Tilling, Mrs S Snook, Mrs R Arnold, Late apologies Ms A Piggott, PCSO Hayley Barber and PC Katie Maun	
72	To approve the minutes of the Town Council Meetings held on Monday 16th June 2014 Approval of the minutes proposed by Mrs Morison, seconded Mr Weeks – agreed by those who had attended. Abstained Mr Simcox, Mrs Steiner & Mr Philpott who did not attend.	
73	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>).	
74.1	Public Session (<i>if any member of the public wishes to speak</i>) Mr House raised his concerns about the speed of the traffic on South Street detailed on a report which is monitored by a speed indicating device from a position opposite his residence and enquired about the possibility of installing a speed chicane. Mr Weeks confirmed this is a constant issue suggesting contacting the police to request speed enforcements. Mr Philpott suggested Mr House establish a speed watch group to use a portable camera with letters issued to the speeding vehicle owners. Mr Lewis informed Mr House with an established group it may offer additional support for a subsequent enquiry to request funding that may be available for a chicane from the Small Improvement for Highways Scheme from September. Mr House confirmed he would action a group and notify the Clerk.	
74.2	Mrs Rousseau expressed her considerable concerns outlining the state of the weeds in the town compared to other towns. She also thought that Station road was bad along with the Market Place and Horsepond which should be cleaned to show respect for the memorial plaque in the pond. Mr Weeks confirmed he had spoken to Chris Cooper from Street Scene to ascertain when the weeds would be sprayed and was currently awaiting confirmation. The Clerk also confirmed a quote for additional works to clean the pond had already been obtained from the contractor for approval by the Town Council prior to the request for commencement of works.	
75 75.1	Community Safety and Security Mr Weeks brought to Councillors attention the changes being made to the police provision in the area and requested attendance to explain the changes that are occurring.	

75.2	Mr Lewis explained that he is not certain there will be availability in the future for attendance to Town Council meetings.	
75.3	Mrs Stokes informed councillors she is meeting the Fire Officer to discuss his planned attendance at one of the Town Council meetings.	
	Reports	
76	To receive any reports/items of information from Councillors (not listed separately on the agenda)	
76.1	<p>•Nick Weeks, District Councillor Mr Weeks informed Councillors there are currently issues ongoing around free car parking in Wincanton that could have an impact on Castle Cary in the future. Mr Weeks also informed Councillors Wincanton are to receive a substantial grant for High Street renovation confirming grants are still available to shops to be used for painting and maintaining shops window fronts.</p>	
76.2	<p>•Mike Lewis, County Councillor Mr Lewis re-iterated funding availability for health & wellbeing, also There may also be funding for allotments, community groups or organisations. Mr Lewis left at 7.25pm to attend another meeting.</p> <p>•Henry Hobhouse, District Councillor</p>	
76.3	<p>•Town Councillors Explanation of the more detailed agenda items. Chairs of committees will be reporting back to full the full council on significant items from meetings but not every detail. Discussion should take place in committee and then brought to full council for ratification. Mrs Stokes explained the request for items requiring action to be taken to Full Town Council need to be noted on the Agenda for the Town Council to make a decision.</p>	
77	Youth Matters and Schools	
77.1	<p>Mrs Morison reported there are currently 17-19 regular attendees to the Youth Club. There will be activities for the summer with funding given by the pet food factory. The Dug Out painting day has been planned to take place on the 20th August. Nick Hackett is leaving and Shonogh Pilgrim (Principal) is keen to be part of the group. Mr Weeks requested to be part of the group</p>	
77.2	<p>County Youth Funding will be contacted for additional funding, Mrs Stokes to contact the school to invite the Principal to attend the Town Council meeting in September.</p>	
78	<p>Market Towns Investment Group Mrs Morison and Ms Piggott attended the MTIG meeting reporting that the Town app for Castle Cary will be discussed further.</p>	

79	<p>Clerk's Report Details for the road closures around the town centre for up to 10 evenings(18.30-23.30) excluding the weekend becoming effective from 28 July 2014 circulated by e-mail. Clerk requested to ensure Pizza Rova is made aware of the closures</p>	Clerk
Major Projects		
80	<p>Milbrook Car Park Toilets Mr Simcox to arrange meeting with Gary Green for handover.</p>	
81	<p>Pither Project Mrs Stokes confirmed the Football club have agreed to repair the roof of the dugout before it is painted on 20 August by the young people from Ansford school. In September the steering group will reform to start the next phase of the project and Councillors asked to say if they wish to be part of the group. The Ball Wall location is to be discussed further.</p>	
82	<p>Market House Market House Management Group Report Mrs Steiner informed councillors of the Alex from Pizza Rova has requested to reduce payments to be discussed after the meeting. An emergency call out rota is to be established with the plan to use the mobile number issued to John Hatton who would then contact the designated councillor from the rota. Mr Weeks offered to be contacted as a last resort. Councillors who have put their name forward for a specific week will be responsible for finding a replacement for days they are unable to cover. Mr Weeks notified Councillors the electrics, fire panel, hand wash unit and walk boards on the roof area all in hand.</p>	
Committee Reports and Recommendations		
83	<p>Finance •to approve the list of July payments Mr Weeks proposed the approval of the July Payment list, seconded by Mr Gilbey – all agreed. •Approval of expenditure of up to £3000 for a condition survey of Market House. Mr Philpott proposed approval of expenditure up to £3000 for the completion of the Market House survey, seconded Mrs Steiner, all agreed. Mrs Stokes enquired if a summary of the Market Stall Income had been received,. The Clerk confirmed receipt.</p>	
84	<p>Human Resources Committee •Committee membership –Councillors need to commit to the committees in order that the Chair knows who to expect and that we get an even spread across all committees. This does not mean you can only attend ones that you have signed up for. Mrs Stokes requested councillors e-mail her to confirm which sub-committees they planned to attend. •Justin from SALC will be providing training for all Councillors on the Code of Conduct We need to provide some dates in September.</p>	Councillors

	<p>Mrs Stokes informed councillors training would take approximately one hour. Mrs Morison to show Mrs Stokes how to doodle to agree date for training</p> <p>Mrs Steiner confirmed HR meeting is to be held on 28th July</p>	<p>Mrs Morison Mrs Stokes</p>
85	<p>Planning Committee</p> <ul style="list-style-type: none"> •Ratify Ms Peppin as Chair of Planning <p>Mrs Steiner proposed Ms Peppin to be Chair of planning, seconded by Mr Philpott, all agreed.</p> <ul style="list-style-type: none"> •Setting up a sub-committee with a mix of Councillors and members of the public (who have expertise) to look at the neighbourhood plan. <p>Mrs Stokes and Ms Peppin have met with 4 members of the public to put together a neighbourhood plan and will meet again on Thursday 24th at 6.30pm inviting Ansford Parish Council to participate.</p> <p>Mr Weeks requested the Town Council note they are the responsible persons and are fully aware of the impact and need for any decisions to be what the Town Council wish to happen.</p> <p>Mr Weeks also noted that 106 obligations between both Councils are in agreement of decisions for the keysite.</p> <ul style="list-style-type: none"> •Report on 106 discussion held with Ansford and any questions following the draft document from SSDC circulated with the Agenda. 	
86	<p>Infrastructure Committee</p> <p>Nothing to report</p>	
87	<p>Properties Committee</p> <p>Fairground Field-</p> <p>87.1</p> <ul style="list-style-type: none"> •Nick Weeks will lead a group who will put together a development plan and a maintenance plan for the field project. To be completed by 1st September. <p>Mr Weeks to meet councillors on Thursday 31st July at 6.30pm to walk around the field to observe maintenance requirements.</p> <p>Mr Weeks reported he is now seeking an alternative person to graze animals as the herd that were going to graze could not be moved due to restrictions enforced relating to identification of TB.</p> <ul style="list-style-type: none"> •CCTC will meet with Ansford PC on 22 September to look at how we can work together. •The recommendation is to allow the Fair to use the field at Carnival time. The charge will be £400 and an up front deposit of £500 to cover any damage caused. <p>Mrs Stokes proposed to allow the fair to use the field for the fee of £400 and a deposit of £500, all agreed with Mr Weeks requesting payment must be made in advance.</p> <p>87.2</p> <p>Mr Philpott informed councillors he would be unable to complete the list of all assets by the end of August and requested another councillor to take this task on.</p> <p>Mrs Steiner, Mrs Morison and Mr Gilbey agreed to do.</p> <p>87.3</p> <p>Mr Weeks raised the issue about concerns of the Catherines Close toilet with Mrs Morison supporting the suggestion of the use of CCTV.</p>	<p>Mrs Steiner/ Mrs Morison Mr Gilbey</p>

87.4	<p>Mrs Steiner proposed reverting the time of the door locking back to 7pm to be auctioned by Mrs Snook who will also contact the toilet group.</p> <p>Christmas lights proposal.</p> <p>Mrs Morison explained Mr Davidsons report detailing the costs shown on the sheets distributed the previous week based from a company in Wellington.</p> <p>Mr Philpott confirmed the expense had not been budgeted as part of the current years precept.</p> <p>It was planned to bring back to the August meeting.</p>	Mrs Snook
88	<p>Promotion and Communications Committee</p> <p>Nothing to report</p>	
	The meeting closed at 8.30pm	

The August 2014 meeting of the Town Council will be held on Monday 18th August 2014 in the Market House at 7:00pm

Approved as a correct record.....E Stokes 18th August 2014

July 2014 Payment List Appendix i							Net	VAT	Total
A/C	Date	Ref	Ex.Ref	Details					
SSDC	28/06/2014	Field Purchase	103536	To reimburse SSDC for Purchase of 5 acre field		70000	0	70000	
George Lane & ptrnr	01/07/2014	GL1563 DP Field	103537	DP Field weed control		340	68	408	
Denise Hastings	01/07/2014	Internal Audit fee 2013-14	103538	D. Hastings Internal Audit Fees 2013-14		250	0	250	
The Visitor	01/07/2014	55339	103539	The Visitor qtr page inv copy re ad SJL		120	24	144	
Local World	01/07/2014	59311748 VSOS	103540	Local World Business Directory Dorset SJL		15	3	18	
Local World	01/07/2014	59374427	103541	Local World Business Directory Dorset BMV Licensing Act		55.2	11.04	66.24	
Ms A Piggott	01/07/2014	VSOS face paint	103542	VSOS reimb purch A.Piggott Face paints school hol markts		28.45	0	28.45	
Ace Acoustics	01/07/2014	283	103543	VSOS Portable battery operated PA system		125	25	150	
Sue Hake	01/07/2014	Postage S.Hake	103544	reimb S.Hake postage costs		7.81	0	7.81	
E. Middleton	01/07/2014	E.Middleton-A frames Chapel	103545	reimb E. Middleton A frames- Chapel		71	0	71	
Rob Brown	01/07/2014	D1415/114 Rob Brown CPL deliv	103546	Rob Brown CLP deliv- learning in the Market Place		198.12	0	198.12	
Local World	01/07/2014	59402816 VSOS	103547	Local World Business directory Dorset SJL		15	3	18	
Martins Of CC	01/07/2011	Martins of CC	103548	Martins of CC cleaning materials		29.73		29.73	
Security & Electrical Services	01/07/2014	90803	103549	SES fire wall plan		50	10	60	
FWB	01/07/2014	33260	103550	Tourist - Cary Walks leflets		282	0	282	
SSDC	01/07/2014	4710057277	103551	Market House Rent to March 2015		1125	0	1125	
SSDC	01/07/2014	6000021098	103552	SSDC Summer Baskets and bedding plants June14		308.32	61.67	369.99	
Dave Marsh	01/07/2014	295	103553	properties maintenance		54.59	10.91	65.5	
The Conduit	03/07/2014	4641	103554	Conduit 1/16th ad-editorial&comp		36	0	36	
Stephen Rymer	04/07/2014	VSOS Table storageS.Rymer	103555	VSOS Table Storage		744.12	0	744.12	
L. Stokes	08/07/2014	remb L Stokes postage	103556	reimb L. Stokes Postage -re funding application		7.15	0	7.15	
IVC	09/07/2014	7940 IVC Shambles	103557	IVC off air TV to front projection		629.32	125.86	755.18	
Julian shave Landscaping	14/07/2014	2634 Grounds Maint contract Jun14	103558	Ground Maintenance Works Jun 2014		793	158.6	951.6	
CC Methodist	14/07/2014	CCTC Methodist room hire	103559	Methodist School room hire 16 June & 7th July		35	0	35	
R.Hollis	15/07/2014	80 R.Hollis	103560	R. Hollis Window cleaning - bus shelter May,Jun,Jul 14		24	0	24	
Corona	01/07/2014	Corona MH Gas 09439627	103561	Corona Gas charges		85.29	4.26	89.55	
Joy Streetin	29/07/2014	Market Manager J.Streetin	103562	Monthly payment to Market Manager		220		220	
Salary costs July2014	25/07/2014	Salary costs July2014	103567	Salary costs July 2014		2416.2		2416.2	
First Aid donation	19/07/2014	First Aid CLP	103568	First Aid donation re CLP training session May 14		50		50	
Marilyn Simcox	19/07/2014	Minor Works May 14	103569	Minor Works May 14		163.02		163.02	
Marilyn Simcox	19/07/2014	Minor Works Jun14	103569	Minor works June14		224.77		224.77	
						78503.09	505.34	79008.43	
EDF		DD EDF MH Jul 14	DD EDF MH Jul14	EDF DD Jul MH Electric		60.35	30.65	91.00	
SCOTTISH		DD Scottish Power Jul 14	DD Scottish Powe	Pavilion Scottish Power DD Jul 14		37.00	0.00	37.00	
BRITISH TELECOM		DD BT Jul14	DD BT Jul15	BT DD Jul 14		54.00	10.80	64.80	
SAGE SUPPORT		DD SAGE Jul 14	DD SAGE Jul 14	DD monthly SAGE Instant Accounts & Payroll support Jul 14		40.61	8.12	48.73	
Chess Ltd		DD Chess Jul 14	DD Chess Jul 14	Chess DD Jul14 phone charges for Jun14		22.66	4.53	27.19	
Elite Telecom		DD Elite Telecom Jul 14	DD Elite Telecom	Elite Telecom Informatin Point telephone line		45.00	0.00	45.00	
BARCLAYS		DD Barclays C/a Jul 14	DD Barclays C/a	Barclays Bank Charges DD Jul14		6.66	0.00	6.66	
BARCLAYS		DD Barclays DP Jul 14	DD Barclays DP	Barclays Bank Charges DD Jul 14		6.66	0.00	6.66	
						272.94	54.10	327.04	
						78776.03	559.44	79335.47	