



CASTLE CARY TOWN COUNCIL MEETING
7:00pm on Monday 19th October 2015 at the Market House, Castle Cary

Present: Cllrs Creedy; Gilbey; Hobhouse; Lewis; Moorhouse; Morison; Peppin; Philpott; Snook; Steiner; Stokes (chair); Thompson; Tilling; Weeks;

Also Present: Town Clerk, Liam Trim (Western Gazette), Tim Russell (PCSO), Kelvin Toop

| Item | | <u>ACTION</u> |
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| TC118 | <p>Apologies for absence and approval for reason:</p> <ul style="list-style-type: none"> • Piggott (illness) | |
| TC119 | <p>To approve the minutes of the Town Council Meetings held on Monday 17th August 2015 and Monday 21st September 2015</p> <ul style="list-style-type: none"> • Resolved to accept minutes from 17th August and 21st September | |
| TC120 | <p>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>).</p> | |
| TC121 | <p>Public Session (<i>if any member of the public wishes to speak</i>) Mr. Toop commented that the new contractors for the maintenance of grass and hedges around Castle Cary are much improved from the previous contractors. Mr Toop also questioned whether any fly tipping has occurred at the cemetery, however, no confirmation could be given. In addition to this he suggested a sign was needed on gate into Florida Street. Mr. Toop congratulated Street Scene on job well done for the clear up after Saturday's Carnival. Cllr Tilling noted the playing field was a mess on Sunday afternoon; this should be taken into consideration during organisation for the next carnival.</p> | |
| TC122 | <p>Community Safety and Security Report from PCSO</p> <ul style="list-style-type: none"> • Tim Russell gives a report detailing 19 crimes in total. Crime over the last year is up 8%. • Asked whether the council has any priorities for the police to focus on in Castle Cary over the next month. Cllr Weeks pointed out that there are a number of cars without number plates travelling at high speed through the high street. | |
| TC123 | <p>To receive any reports/items of information from Councillors (not listed separately on the agenda)</p> <ul style="list-style-type: none"> • Mike Lewis, County Councillor: -The 'Connecting Devon and Somerset' broadband scheme | |

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| | <p>exceeding target and is on track to deliver broadband to 95% of the population towards the end of next year. You can access Devon and Somerset website to find out when you can get Superfast Broadband.</p> <p>-Money is available in the health and wellbeing fund.</p> <ul style="list-style-type: none"> • Nick Weeks, District Councillor: <ul style="list-style-type: none"> -Cllr Weeks thanked the community for its support and hard work leading to the decision at Area East to stop plans to allow a concrete batching plant at the Dimmer site. Cllr Weeks commented that this decision will benefit our community in the long term. • Henry Hobhouse, District Councillor: <ul style="list-style-type: none"> - Kevin Nicholls (Environment Agency) has provided the results from water tests; these are within limits except sewage farm and Dimmer outlet. The report will be sent to the Clerk. -Two million pounds is being spent to rectify these issues. <p>-Cllr Moorhouse suggested that once the sewage works are upgraded (in order to cope with the additional housing) this issue should be reconsidered by the Town Council. The Council are in agreement.</p> | |
| <p>TC124</p> | <p>Chairs Report</p> <p>1.Highways –response following various communications</p> <ul style="list-style-type: none"> • Cllr Stokes reported to the group her letter and response from Colin Fletcher. • Cllr Stokes Received a response from John Osman asking for proof she has raised these issues with highways in writing. Cllr Lewis agreed to support Cllr Stokes with this matter. <p>2.Feedback from David Warburton re Planning</p> <ul style="list-style-type: none"> • Gave feedback from David Warbuton’s letter – <p>3. Cllr Stokes reported that the pond and Memorial will be ready for Remembrance Day</p> <p>4. Cllr Stokes remind group to complete the councillors’ committee membership form and return to Cllr Steiner as soon as possible. The group agreed to reword the form to ensure there is proof that all councillors are on all committees, however, they have committees and working group preferences.</p> | |
| <p>TC125</p> | <p>Clerk’s Report</p> <ol style="list-style-type: none"> 1. The Clerk shared information sent by Nick Wall from South West Heritage (forwarded electronically) regarding sign posting. Cllr Weeks requested this to be an item on thenext agenda. 2. The Clerk also shared information regarding an event by Southwest trains and a change in Police communication. These have been forwarded electronically to councillors. | |

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| | <p>3. The Clerk reported that in Catherine's Close-, a street cleaning machine has leaked hydraulic oil. Granules were unsuccessfully used to soak the oil up. Street Scene is dealing with it.</p> <p>4. The Clerk informed The Council Street Scene have offered a clean up before and after Big Christmas.</p> <p>5. The Clerk gave details of a public consultation held in The Market house by Savills Smiths Gore regarding the development of the Constitutional Club Site. The group agree these details should be shared using the Cary Crier, website and Facebook.</p> <p>6. The Clerk initiated a discussion regarding the current photocopier, which many Councillors and staff feel is not fit for purpose.</p> <p>ACTION Cllr Moorhouse will investigate the council's copying, in-house printing and scanning with a view to presenting options to council for consideration.</p> | BM |
| TC126 | Committees Reports, Recommendations & Progress Major Projects | |
| TC127 | <p>Finance</p> <p>1.To note the bank reconciliation (circulated)</p> <ul style="list-style-type: none"> • Bank reconciliation noted. <p>2. Motion to approve the list of October payments</p> <ul style="list-style-type: none"> • Resolved To approve the list of October payments. <p>3. Grant Thornton External Audit report points to note and confirmation NALC financial regulations were adopted in the financial year 2014-15.</p> <ul style="list-style-type: none"> • Cllr Philpot credited Sue for her work on the External Audit. • In response to a criticism received from the external auditor, Cllr Philpott noted that the council were working from the correct financial regulations for the 14/15 year. <p>4. Motion to approve Castle Cary Town Council membership of the Somerset LGPS fund to enable eligible employed staff(currently the Clerk and Promotion and Bookings Manager) to join the Pension Scheme with subsequent contributions comprised of deficit reduction and employers contribution rate for Town Councils in the Somerset fund.</p> <ul style="list-style-type: none"> • The Council decide to investigate different options for a pension plan that do not include the compulsory deficit reduction payment. The discussion will continue at the HR meeting on 26th Oct 2015 | |
| TC128 | <p>Planning Committee & Neighbourhood Plan</p> <p>1. Feedback from meeting with Transport consultation</p> <ul style="list-style-type: none"> • To inform the transport advisor regarding the wishes of this council in regards to traffic calming etc. | |

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| | <ul style="list-style-type: none"> • The report should be available to view • Second consultation for Neighbourhood plan on Saturday 31st Saturday Oct. • Pam Williams will organise funding for the referendum <p>2. Motion to provide observation to SSDC re Planning Application 15/04029/Ful/ Red Brick House additional information re alterations to rear elevation of plot 1,2 and 3.</p> <ul style="list-style-type: none"> • Cllr Weeks declared an interest as a member of Area East and therefore will not be voting. However, Cllr Weeks has written to David Norris expressing his disapproval at how quickly these amendments were sent out after the Council had made comments on the original plans. • All those in favour of accepting the amendments (two in favour, 6 against and 3 abstentions) • The Council resolved to reject the proposed amendments (two in favour, 6 against and 3 abstentions) • Cllr Peppin will write a complaint about the lack of response regarding the footpath. | |
| TC129 | <p>Properties/Infrastructure, Pither Project & Fairfield</p> <p>1.Properties & Infrastructure meeting draft minutes and resolutions circulated</p> <p>2.Fairfield meeting feedback</p> <p>-Public Consultation on Saturday showing the artists impression for the field on Saturday 24th October. -Applications for grants will be submitted (next meeting in Nov will be focusing on this) -Eco Loo may be put on the field -Excellent job on the maintenance of the field</p> <p>3.Pavilion-Motion to approve up to £1500 for initial consultation for Pavilion</p> <ul style="list-style-type: none"> • Resolved to approve the spending of up to £1500 (to be taken from properties and general reserves) <p>-Cllr Weeks informed the group he will be get three quotes for building the road up to the Pavillion. -Cllr Weeks also requested a notice to go into the newsletter and on the Cary Crier insisting that the public do not put their dog muck in a bag and then thrown in the hedge. Cllr Tilling also suggested a notice on the gate to the Fairfield.</p> | |
| TC130 | <p>Prom and Comm</p> <p>1. Motion-A proposal to agree the new format for the gateway signs, which now conform to SCC Highways department requirements. (Design to be circulated prior to meeting).</p> <ul style="list-style-type: none"> • Resolved to accept the new wording of the signs. <p>-Cllr Snook commented that the signs have been amended beyond all recognition.</p> | |

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| | <p>-Cllr Peppin suggested the signs may need to be a specific material, this needs to be checked with the manufacturers. -Cllr Weeks suggests a spare sign is bought</p> <p>The Council would like to see additional information added to the signs; provision for this eventuality should be made.</p> <p>2. Report on Local Business Group follow up meeting -No formal business group has yet been formed -The local business owners would like to pursue a Shop Local campaign, Shop Local bags and promotion of the CATS bus to bring people into Castle Cary.</p> <p>3. Newsletter distribution -Newsletter deadline is Thursday 22nd October this week. -A new distributor has been found and will be trialled for the next two newsletters and then reviewed.</p> | |
| TC131 | <p>Human Resources Committee</p> <p>Cllr Morison reminded councillors:</p> <p>-Quality Council training Wednesday 28th October 6.30pm-Market House</p> | |
| TC132 | <p>Youth, Schools</p> <p>Cllr Morison Reported:</p> <p>-Youth Matters are still in negotiations with a new company to provide Youth Work in the area -The company is now subject to VAT, which increases the price considerably. Youth work may be run through the council so that VAT can be claimed back. -Youth Matters AGM will be on Tuesday 3rd November. Venue to be decided.</p> <p>-Update for takeover of the Swainson Building: Ansford Academy have now put in a bid for the building. This should be brought back to the next meeting.</p> | |
| TC133 | <p>Market House Management Group</p> <p>Cllr Tilling reported:</p> <p>-Wedding licence has been applied for and there are three provisional bookings -Exhibition just finished and as she sold paintings; The Market house will earn money on commission</p> | |
| TC134 | <p>Market</p> <p>-The new terms and conditions have been circulated</p> | |

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| TC135 | MTIG - Cllr Morison reported that the meeting has been cancelled with no reason given | |
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Members of the Council are reminded that the Council has a general duty to consider the following matters in the exercise of its functions, that “No member of the public, job applicant, elected member or employee shall receive less favourable treatment on the grounds of gender, race, sexual orientation, marital status or disability”.

The November 2015 meeting of the Town Council will be held on Monday 16th November 2015 in the Market House at 7:00pm

October 15 Payment List Appendix i

| A/C* | Date* | Ref | Ex.Ref | Details | Net | VAT | |
|-----------------|------------|----------|-----------------------------------|---|---------|---------|----------|
| SSDC | 05/10/2015 | 103968 | SSDCBigChristmasRdClos17-12-15 | P.Parfitt grave diggerJun,Jul,Septx2 | 60.00 | 0.00 | 60.00 |
| SCC | 09/10/2015 | 103969 | SCC M/Hse ShamblesWedding Lic | SCC Market House Shambles Wedding License | 1750.00 | 0.00 | 1750.00 |
| SSDC | 01/10/2015 | 103970 | SSDCM/HseShamblesProj cont'n | SSDC M/Hse Shambles contrib'n | 7611.16 | 1522.23 | 9133.39 |
| JASONKIN | 01/10/2015 | 103971 | LAMP J.King IPAD tutor 23-9-15 | LAMP Jason King IPad tutor 23-9-15 | 100.00 | 0.00 | 100.00 |
| JASONKIN | 01/10/2015 | 103972 | LAMP J.King IPAD tutor 30-9-01 | LAMP Jason King IPad tutor 30-9-15 | 100.00 | 0.00 | 100.00 |
| CCCRICKE | 01/10/2015 | 103973 | CC Cricket ClubDPfield cut+mai | CC Cricket Club Grass cutting & Maint | 2500.00 | 0.00 | 2500.00 |
| GRANTTHO | 01/10/2015 | 103974 | GrantThorntonExtAudFee2015 | Grant Thornton Ext Audit fee 2015 inc due to account >£250k | 1300.00 | 260.00 | 1560.00 |
| DAVEMARS | 01/10/2015 | 103975 | Dave Marsh MH items | Batteries for doorbell & bollard Keys | 7.41 | 1.48 | 8.89 |
| DAVEMARS | 01/10/2015 | 103975 | Dave Marsh Cemetery Bin liners | Bin Liners for Cemetery | 10.83 | 2.16 | 12.99 |
| STEPHENR | 02/10/2015 | 103976 | Stephen RymerMH Undercroft cb | Stephen RymerMHse Undercroft cupboard | 650.00 | 0.00 | 650.00 |
| AMC | 01/10/2015 | 103977 | AMC Ground Maint Cem Sept15 | AMC Ground Maint Sept 15 Cemetery30hr | 580.00 | 0.00 | 580.00 |
| AMC | 01/10/2015 | 103977 | AMC Ground Maint Signs Sept15 | AMC Ground Maint Sept 15 Signs entr 1hr | 85.00 | 0.00 | 85.00 |
| AMC | 01/10/2015 | 103977 | AMC Ground Maint MHse Sept15 | AMC Ground Maint Sept 15 M/Hse 1hr | 83.00 | 0.00 | 83.00 |
| AMC | 01/10/2015 | 103977 | AMC Ground Maint PlayAreSept15 | AMC Ground Maint Sept15 Play area 3hr | 130.00 | 0.00 | 130.00 |
| AMC | 01/10/2015 | 103977 | AMC Ground Maint DP Field | AMC Ground Maint Sept 15 DP field 2hr | 125.00 | 0.00 | 125.00 |
| DYNOROD | 01/10/2015 | 103978 | DynoRodJAF ServicesLtd | Dyno Rod-drain unblocking Catherines Close | 80.00 | 16.00 | 96.00 |
| P.REEDER | 13/10/2015 | 103979 | PhilipReederSurveyLtdFairfield | Philip Reeder SurveysLtd Topographical survey | 306.66 | 0.00 | 306.66 |
| JOYSTREE | 19/10/2015 | 103980 | Market ManagerJ.StreetinOct15 | Market Manager J.Streetin Oct15 | 220.00 | 0.00 | 220.00 |
| Payroll Costs C | 19/10/2015 | 103981- | Payroll Costs Oct 15 | Payroll Costs Oct 15 | 4222.18 | | 4222.18 |
| BARCLAYS | 05/10/2015 | DD Barcl | DD Barclays Bank chrgs C/ac Oct15 | DD Barclays Oct15 | 6.66 | 0.00 | 6.66 |
| BT | 08/10/2015 | DD BT O | DD BT Oct 15 | DD BT Oct15 | 56.50 | 11.30 | 67.80 |
| SCOTTISH | 12/10/2015 | DD Scott | DD Scottish Power Pavilion Oct15 | DD Scottish Pwr Oct15 Pavilion | 88.00 | 0.00 | 88.00 |
| CNG | 20/10/2015 | DD CNG; | DD CNGas Market House Oct15 | DD CNGas Oct 15 M/Hse | 37.05 | 1.85 | 38.90 |
| ELITETEL | 23/10/2015 | DD Elite | DD Elite Tel Oct 15 | DD Elite Tel Oct15 | 14.41 | 2.88 | 17.29 |
| SAGE | 26/10/2015 | DD Sage | DD Sage FMS support Oct15 | DD Sage Oct 15 | 30.54 | 6.11 | 36.65 |
| CHESSLTD | 30/10/2015 | DD Ches | DD Chess Oct 15 | DD Chess Oct15 | 35.37 | 7.07 | 42.44 |
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