



Castle Cary Town Council

The Market House
Market Place
Castle Cary
Somerset
BA7 7AH
Tel: 01963 359631

Email: town.clerk@castle-cary.co.uk

CASTLE CARY TOWN COUNCIL MEETING 7 pm on Monday 14th December 2015 at the Market House, Castle Cary

Present: Henry Hobhouse, Mike Lewis, Barry Moorhouse, Judi Morison, Pek Peppin, Sally Snook, Penny Steiner, Liz Stokes (Chair), John Thompson, Laura Tilling, Terry Philpott, Nick Weeks,

Liam Trim (Press), Sue Hake (Clerk) and Anna Branson (Minute Taker)

Item	MINUTES	ACTION
TC155	<p>Apologies for absence and approval for reason</p> <ul style="list-style-type: none"> • Bob Gilbey- holiday 	
TC156	<p>To approve the minutes of the Town Council Meetings held on Monday 16th November 2015</p> <ul style="list-style-type: none"> • Resolved to approve the minutes of the November meeting. 	
TC157	<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>	
TC158	<p>Public Session (<i>if any member of the public wishes to speak</i>) <i>None</i></p>	
TC159	<p>Community Safety and Security PCSO not present therefore report circulated via email. The council requested that the PCSO be thanked for the additional detail given in the report.</p>	
TC160	<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: County Council are due to hold a public consultation with Ansford and Castle Cary on 15th January 2016 between 10 am -12 noon regarding the library. • Caryford hall management committee are no longer part of the asset transfer discussion in relation to the Swainson building <p>ACTION: Liz Stokes will approach County Council to find further details of the proposal due for consultation.</p> <ul style="list-style-type: none"> • Nick Weeks, District Councillor: requested the council give a firm a swift decision on the proposals regarding the library. NW wished the council a merry Christmas and a happy new year. - Resolved to object to any proposal leading to the library moving out of the town centre. 	LS

	<ul style="list-style-type: none"> • Henry Hobhouse, District Councillor: Waste board are considering three weekly collections. HH asked the council to voice their opinions to the Waste board regarding this matter. 	
TC161	<p>Chairs Report</p> <ol style="list-style-type: none"> 1. Revised cemetery practices: New procedures are in place following a recent complaint. Standard terms and conditions will be applied in 2016. 2. Visit to the Primary School: The school keenly supports the proposal of holding consultation on the Neighbourhood Plan at the school towards the end of January. Ansford Academy would also like to be included in the consultation. <p>NW proposed the town council write to the footpath authority to have the footpath through the school closed. -Resolved to accept the above proposal.</p> <ol style="list-style-type: none"> 3. BBC Bus for Big Christmas: Will be on the cobbles from 7am until 12 noon. 4. Advance notification for councillor resignation: Laura Tilling will be resigning as of February. The council needs to recruit new councillors for the three vacant places. 	
TC162	<p>Clerk's Report</p> <ol style="list-style-type: none"> 1. Notification of Improved train services: emailed to councillors 2. Annual Area East Meeting: 5 councillors due to attend 3. BT update: The office and The Shambles now have high speed broadband. 	
TC163	<p>Committees Reports, Recommendations & Progress Major Projects</p>	
TC164	<p>Finance</p> <ol style="list-style-type: none"> 1. To note the bank reconciliation: Noted by councillors. 2. Motion to approve the list of December payments: Warm welcome to be paid when the invoice is received and the council will be notified in January's meeting. Approved. 3. Approve Finance Terms of Reference: The Council in voted in favour. Approved. 4. Authorise all existing Councillors to become signatories: John Thompson, Barry Moorhouse, Judi Morison, Sally Snook, Pek Peppin, Penny Steiner. The council voted to make these councillors additional signatories. Authorised. 5. Budget update 2016-17: Grant is higher than expected. It is likely the budget will be approved in January's meeting with no further amendments. 	
TC165	<p>Planning Committee & Neighbourhood Plan</p> <ol style="list-style-type: none"> 1. Planning meeting: Footpath request turned down at Area East meeting. 2. Update on Neighbourhood plan: The housing section is complete and the employment section is close to being complete. The group are now working on the tourism section. The plan will need to go to another full consultation once completed. The Town Council would like to formally thank the Neighbourhood Plan Group for their hard work. 	
TC166	<p>Properties/Infrastructure, Pither Project & Fairfield</p> <ol style="list-style-type: none"> 1. Policy and procedure for decision making re: Fairfield: Deferred to January's meeting. 2. Approval of matters from the Working Group meeting on 23.11.2015: Deferred to January's meeting 	

	<p>3. Pavilion working group – Update: Three quotes for the track have been obtained. To be put on the agenda for January’s meeting to be approved.</p> <p>4. Fairfield project update:</p> <ul style="list-style-type: none"> -The council voted in favour of keeping a fenced boundary on on Priory View and Churchfield Drive. PS suggested the cost for the fencing would be covered by grants for the whole project. -The council voted in favour of delaying the grant application to Viridor to allow adequate time for the council to approve the design. <p>The council voted in favour of meeting with Ansford Parish council in February to approve the park designs before any bid for funding are made.</p> <p>5. Cemetery Chapel Lettings Policy: Approved</p>	
TC167	<p>Prom and Comm.</p> <ol style="list-style-type: none"> 1. Quality Council: Next meeting 27th January 2016 2. Model Publication Scheme: Adopted by the council. 3. Publicity- update: Castle Cary publicised well in local publications. 4. Shop Local Campaign: Generally positive. Another meeting will be held in January with the Local Business Group to decide on next campaign. 5. Gateway signs: The signs have been incorrectly placed based on incorrect information. The Gateway signs group will be rectifying these issues. <p>Mike offered to check the land registry to confirm the ownership of the land.</p>	
TC168	<p>Human Resources Committee</p> <ol style="list-style-type: none"> 1. Policies for Quality Council are in hand. 2. Pension Scheme proposal will take place at the next meeting. 3. Advertising the councillor vacancies will take place soon. 	
TC169	<p>Youth, Schools</p> <p>A consultation with Inspire to Achieve has begun.</p> <p>Film-maker came to meet the young people in Castle Cary, who are keen to work alongside him.</p>	
TC170	<p>Market House Management Group and Market</p> <ol style="list-style-type: none"> 1. Schedule of meetings and membership: Lynn Johnston and TP no longer able to attend MHMG as the meetings are now held on a Tuesday. The MHMG will need additional members. LT requested to be able to stay on the group as a community member. 2. Report from additional Market House meeting held on 1st December: Circulated. No comments 3. Revised Market Manager contract and specification: Approved. 	
TC171	<p>MTIG</p> <p>TP reported that we are awaiting an update from MTIG. NW reported that the organisation will still continue to support our market town.</p>	
TC172	<p>To agree any items to be dealt with after the public, including the press have been excluded. (A resolution to be passed by Councillors)</p>	
TC173	<p>In Camera Session- Update from A.T. working party:</p>	

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 January 2016 meeting of the Town Council will be held on Monday 18th January in the Market House at 7:00pm

