



## Castle Cary Town Council

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### CASTLE CARY TOWN COUNCIL MEETING

7:00pm on Monday 18<sup>th</sup> January 2016 at the Market House, Castle Cary

**Present:** Bob Gilbey, Mike Lewis, Barry Moorhouse, Judi Morison, Pek Peppin, Sally Snook, Penny Steiner, Liz Stokes (Chair), John Thompson, Laura Tilling, Nick Weeks.

**Also Present:** Liam Trim (Press), James Western (Community Liason officer), Sue Hake (Clerk) and Anna Branson (Minute Taker)

**Members of the Public:** Roger and Anne Weldam

Item	Minutes	Action
TC1	<b>Apologies for absence and approval for reason:</b> Terry Philpott (Holiday), Henry Hobhouse (Holiday), Tim Russel PCSO (Rest day)	
TC2	<b>Minutes of the Town Council Meetings held on Monday 14<sup>th</sup> December 2015:</b> accepted unanimously.	
TC3	<b>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>).</b>	
TC4	<b>Public Session:</b> No members of the public wish to speak	
TC5	<b>Community Safety and Security</b> <b>Report from PCSO:</b> Distributed by email prior to the meeting. <b>James Western- Devon and Somerset Fire and Rescue Community Liaison officer:</b> Mr Western introduced himself to the council and stated the aim of his role. The primary aim being to make connections across the community in order to support the most vulnerable. Mr Western gave details of an event to be publicised for over 60s on Thursday 28 <sup>th</sup> from 10am to discuss road safety issues.	
TC6	<b>To receive any reports/items of information from Councillors (not listed separately on the agenda)</b> <b>Mike Lewis, County Councillor:</b> Thanked all who attended conversation at Castle Cary library and reported the officers were impressed by the cogent proposals put forward by many members of the community. The community made it clear they wish to see the library to remain in the town centre and to work more closely with The Market House to develop a 'hub'. LT thanked ML for his support in this matter. <b>Nick Weeks, District Councillor:</b> reminded the council the Area East Parish Meeting is on Tuesday 26 <sup>th</sup> January at 6.30 pm. It will be two years before the Somerset Rivers Authority becomes a precepting body. In the mean time, they have been given permission increase the general precept by just under 1.5% to cover the gap in funding.  <b>Henry Hobhouse, District Councillor:</b> Absent	
TC7	<b>Chairs Report</b>	

	<p>All decisions effecting the clerk and deputy clerk need to be shared with the relevant people after meetings.</p> <p><b>7.1 Feedback from The Moat Garden AGM meeting:</b>  Roger Weldhen addressed the council and requested the use of the council's name to support the purchase and maintenance of The Moat Garden.  -The council agreed to discuss the matter further once a valuation had been carried out.  -The council suggested a notice be put in the next newsletter explaining the current state of affairs in relation to The Moat Garden.</p> <p><b>7.2 Councillor Vacancies Nomination and Co-Option:</b> There will be three councillor vacancies by the end of February. The Chair discussed ways in which the council can recruit the required councillors.</p>	
TC8	<p><b>Clerk's Report</b></p> <p><b>8.1 Update for proposed changes to Public Right of Way footpath:</b> The process for this action was not as straight forward as first thought and the cost was significant enough to warrant further discussion. No further action will be taken until further discussion has been held at the next Properties meeting in February.</p> <p><b>8.2 Information received:</b></p> <p><b>8.2.1 Somerset Rivers Authority update:</b> emailed</p> <p><b>8.2.2 SSDC Adopted Statement of Community Involvement as at 17 Dec 2015:</b> emailed</p> <p><b>8.2.3 NALC - HM Queens 90<sup>th</sup> birthday celebrations letter &amp; guide:</b> The council agreed to approach the land owner of Lodge Hill to request a beacon be lit in connection with the celebrations in April.</p> <p><b>Action: NW to lead this event.</b>  PS suggested a newsletter article offers the Fairfield to local community groups to set up their own celebrations during for June 12th.</p> <p><b>Action: LT to find ascertain the likelihood of a cricket match on the Pither Field during the weekend of the June 12<sup>th</sup> birthday celebrations.</b></p>	<p>NW</p> <p>LT</p>
TC9	<p><b>Committees Reports, Recommendations &amp; Progress Major Projects</b></p>	
TC10	<p><b>Finance</b></p> <p><b>10.1 Recommendation to approve Photocopier purchase from quotes circulated 16-12-15:</b> Five quotes received by the council. The Council agreed to accept BM's proposal and spend £1695 on a new copier from Lynx Copiers.  LS thanked BM for his hard work on this matter.</p> <p><b>10.2 To receive the bank reconciliation:</b> Received with no comment.</p> <p><b>10.3 Recommendation to Approve January 2016 Payment schedule:</b>  AMC appears twice on the payment list when it should only be once.  Approved subject to the above amendments.</p> <p><b>10.4 CCTC Budget/Precept 2016/17 explanation:</b>  The Council received £8750 in support grant money towards the precept; more than initially expected. The Town Council will not need to use reserved monies to support the precept as previously anticipated. Next year the government support grant will reduce to around £2000, after that approx. £900 and then £0.</p> <p><b>10.5 Recommendation: to agree the increase for the budget to £117,744 an increase of 10%. The increase per band D property in Castle Cary equating to 7.15%, £9.30 for the full year, 17.8p per week.</b> Any other issues that need to be discussed can be raised at the Finance meeting on Thursday 28<sup>th</sup> January. More detailed information will be included in the local newsletter.</p>	

	The Council unanimously accepted the proposed increase.	
TC11	<p><b>Planning Committee &amp; Neighbourhood Plan</b>  BM, SS and PP attended Area East and the Well Farm development was rejected.</p> <p><b>11.1 Feedback for consultation at Ansford Academy 20<sup>th</sup> &amp; 21<sup>st</sup> January and Castle Cary Primary School 29<sup>th</sup> January:</b> See 11.2</p> <p><b>11.2 Neighbourhood Plan group</b> will be visiting Ansford Academy and the Primary School with the 'Road Show' as part of the consultation with the community.</p>	
TC12	<p><b>Properties/Infrastructure, Pither Project &amp; Fairfield</b></p> <p><b>12.1 Ball Wall location and funding update:</b> Location has been identified within the play area. Costs expected to reach approx. £6000; to be taken from money already raised and 106 monies. CCTV will be arranged to cover this. More quotes will be obtained.</p> <p><b>12.2 Recommendation to approve quote for track on Donald Pither Field (three quotes re NW):</b> The council <b>resolved</b> to approve (with one abstention) spending £8000 (quote A) on a track for the Donald Pither memorial field.</p> <p><b>12.3 Fairfield maintenance contract:</b> Tenders went to three companies; due to be returned by 5<sup>th</sup> February. To begin work in April this year.</p> <p><b>12.4 Quotes, tenders and grants for developing the Fairfield:</b> Quotes for developing the Fairfield are in the process of being requested. Once returned, the project group will be analysing the quotes and delivering a presentation on 11<sup>th</sup> February to both councils.</p> <p><b>12.5 Presentation to councils:</b> See above.</p> <p>NW commented there are places in the cemetery where there are large patches without turf, which is unsightly and needs to be attended to.</p>	
TC13	<p><b>Prom and Comm.</b></p> <p><b>13.1 Library future - report back on consultation 15<sup>th</sup> January:</b> There will be a meeting between Tabatha from the SCC Library Group and the MHMG to discuss how The Market House may be involved in the Library Hub. The MHMG group will be charging for the use of the Market House.</p> <p><b>13.2 Publicity – update:</b> Castle Cary featured in a selection of local magazines before Christmas and will be featured again with the wedding advertisement.</p> <p><b>13.3 Local Business group update:</b> Next meeting on 26<sup>th</sup> February.</p> <p><b>13.4 Gateway signs update:</b> Meeting with Colin Fletcher arranged for Tuesday 19<sup>th</sup> January to discuss a new site for the sign. NW asked if the signs are insured.</p> <p><b>Action: Town Clerk to investigate the possibility of insuring the Town Signs.</b></p>	SH
TC14	<p><b>Human Resources Committee:</b>  Report to be given at next full council meeting after January's HR meeting.</p>	
TC15	<p><b>Youth, Schools</b>  Inspire to Achieve will be starting a youth club after February half term. The youth workers are finding it hard to communicate with the Ansford Academy but the agreement has been made for them to go into an assembly and visit tutor groups. The Swainson building has been booked ready for the 25<sup>th</sup> February.</p>	
TC16	<p><b>Market House Management Group and Market</b></p> <p><b>16.1 Report from Market House Management Group:</b> Minutes circulated.</p> <p><b>16.2 Confirmation &amp; signing of SLA between CCTC on behalf of LAMP &amp; Somerset Skills &amp; Learning:</b> Accepted by the council.</p> <p><b>16.3 Recommend To Elect and vote a New Chair of MHMG:</b> JM unanimously voted by the council as chair of the MHMG.</p>	

	<p><b>16.4 Proposed minor works at the Market House to create additional storage:</b> LT reported that the quotes were small sums of money and therefore did not need a vote by the Council. LS thanked LT for all her hard work as chair of MHMG.</p>	
TC17	<p><b>MTIG</b>  <b>Feedback from meeting held on 14 January:</b> No bids were received for the last round of funding leading to the large gap between the meetings. The last meeting focused on evening economy, promoting business knowledge in the town, promoting local jobs and how to attract businesses and help local businesses grow.</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 February 2016 meeting of the Town Council will be held on Monday 15<sup>th</sup> February in the Market House at 7:00pm**

## CCTC January 16 Payment List

A/C	Ref	Ex.Ref	Details	Net	VAT	Total
E A Weymouth	104044/49	Big Christmas entertainment	Attendance at Big Christmas	100.00		100.00
Wincanton Silver Band	104045	Big Christmas entertainment	Big Christmas event	30.00		30.00
Mike Hobson	104046	Big Christmas Collect&return bollards	Big Christmas Collect&return bollards	25.00		25.00
First Image	104047	Market Signs x3	Market Signs x 3	120.00	24.00	144.00
Feliciano Lopez Chaves	104048	Lamp Tutor fee	Lamp Spanish Tutor Fee Dec 15	315.00		315.00
British Gas	104050	Millbrook Toilets electricity charges	Millbrook Bgas Electric 18 Sept - 17 December	108.36	5.41	113.77
Wessex Water	104051	Water and sewerage charges	Catherines Close Toilet	50.08		50.08
Security and Electrical Services	104052	CCTV Maintenance fee	Jan to Dec 2016	215.00	43.00	258.00
Dave Marsh	104053	Domestic & Maintenance supplies	Lights, thermometer, ext lead, keys, bin bags	75.68	15.13	90.81
AMC	104060	Ground Maintenance Dec 15	Ground Maintenance Dec15	1003.00		1003.00
Martins of Castle Cary	104055	Domestic Supplies	Air freshener	1.66	0.33	1.99
Wessex Water	104056	Water supply	Trough at Fairfield	11.27	2.25	13.52
Feliciano Lopez Chaves	104057	Lamp Tutor fee	Lamp Tutor fee 2x1.5hr 11 & 18 -1-16 F.Lopez Chaves	150.00		150.00
Feliciano Lopez Chaves	104058	Lamp tutor fee	Lamp tutor fee 2x1.5hr 25/1 and 1/2/16 F.Lopez Chaves	150.00		150.00
Di Pinnions	104059	Contract cleaning hours - 8	To cover staff absence in December	60.00		60.00
Tim Barker	104061	Christmas Lights Electric Contribution	Donation to Christmas light electric use	50.00		50.00
A.Piggott	104062	A. Piggott (J Streetin)-Market Stall Manager	Market Stall Manager, January 16 for J. Streetin contract	280.00		280.00
Payroll Costs	104063-69	Payroll Costs Jan16	Payroll Costs Jan16	4140.81		4140.81
				<b>6885.86</b>	<b>7066.10</b>	<b>6975.98</b>
Barclays	DD Barclays C/ac Jan 16	DD Barclays C/a Jan 15	Barclays Bank Charges DD Nov - Dec	6.66	0.00	6.66
Scottish Power	DD Scottish Powr Jan 16	DD Scottish Power Jan 16	Pavilion Scottish Power DD Jan 16	45.00	0.00	45.00
Sage Support	DD SAGE Jan 16	DD Sage Jan 16	Sage FMS support Jan 16	30.54	6.11	36.65
BT	DD BT Jan16	DD BT Jan16	BT DD Jan 16 Market House	147.16	29.43	176.59
				<b>229.36</b>	<b>35.54</b>	<b>264.90</b>

