



Castle Cary Town Council

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NOTICE OF CASTLE CARY TOWN COUNCIL MEETING 7:00pm on Monday 18th April 2016 at the Market House, Castle Cary

Present: Bob Gilbey, Henry Hobhouse, Mike Lewis, Barry Moorhouse, Judi Morison, Pek Peppin, Sally Snook, Penny Steiner, Liz Stokes (Chair), Nick Weeks.

Also Present: Sue Hake (Clerk) and Anna Branson (Minute Taker),

Members of the Public: Gwyn Phillips (CCCC), Roger Webber (CCCC), Peter Martin (CCCC), Martin Atkins (Ace Acoustics)

2016	Minutes	ACTION
TC56	Apologies for absence and approval for reason Terry Philpott (Personal reasons)	
TC57	To approve the minutes of the Town Council Meetings held on Monday 21st March 2016 <ul style="list-style-type: none"> • Resolved to approve the above minutes 	
TC58	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>).	
TC59	Public Session (<i>if any member of the public wishes to speak</i>) Steve Chaudoir (Cricket Club) to provide response to Town Council in reference to Football club request to fence off the football pitch Gwyn Phillips explained the Cricket Club's reasons for not supporting the Football Club's proposal to put fencing around the football pitch during the winter. The Football and Cricket Club will meet on 18 th May 7.30pm to discuss this issue and other arising issues.	
TC60	To agree any items to be dealt with after the public, including the press have been excluded. (A resolution to be passed by Councillors)	
TC61	Community Safety and Security Apologies received from PCSO Tim Russell – report emailed to all councillors. The councillors would like feedback concerning the outcomes of crimes reported in Castle Cary. A message to be sent to the Police requesting this additional information.	SH?
TC62	To receive any reports/items of information from Councillors (not listed separately on the agenda) Mike Lewis, County Councillor: The contact for 'Connecting Devon and Somerset' is the engagement officer Matt Barrow- matt.barrow@devon.gov.uk Nick Weeks, District Councillor: Fly tip reported and cleared within three days. The Regeneration Board at Wincanton will be looking for projects within Area East to support with either seed money or advice. 12 people have come forward with possible work spaces for micro businesses.	

	<p>Henry Hobhouse, District Councillor- Three boards have been created in order to support SSDC with the issues resulting from government funding cuts.</p> <ol style="list-style-type: none"> 1. Transformation Board: tasked with ensuring all information is accessible online in order to save money on wages etc. 2. Regeneration Board: supporting regeneration in general 3. Income Generation Board: Concerned with making money outside of the normal district council methods to try and continue funding all normal services without making any cuts. 	
TC63	<p>Chairs Report Report on feedback from meeting with SSDC Officers on the Neighbourhood plan and how we proceed: The feedback from the SSDC officers suggested that while this was a worthwhile task, in its current format the Neighbourhood Plan document is not fit for purpose. The document will be rewritten to conform to the requirements of the examiners. Support will be sought from Jo Witherden</p> <p>Annual Meeting arrangements: Details shared by the Chair.</p> <p>Notification of Complaint received: Regarding the Natwest van trading from the Cobbles and Coffee mornings on a Saturday morning. The Chairman will communicate with the complainant.</p> <p>Beacon Lighting: The beacon will be lit at 8.30pm on Thursday 21st April. Attendees to arrive by 8.15pm at the latest and a drink will be offered to toast the Queen, courtesy of Cary 2000.</p> <p>Asset Transfer: District Executive approval has been given for the asset transfer. This will now be passed through full council. However, there are a few details regarding the lease that need to be amended before the transfer takes place.</p> <p>Date for meeting potential new councillors –Tuesday 26th April 6.30pm and/or Wednesday 4th May 6.30pm.</p> <p>Old Toilet block situated in Lower Woodcock Street. NW suggested this building also needs to be tidied up. All Councillors agreed a letter should be written to the owner.</p>	
TC64	<p>Clerk's Report Copier- Asset disposal request: The councillors agreed the old copier can be disposed of.</p> <p>CCTV update: Training has been given to the Clerk and the Maintenance Person on how to use the new recorder. Recorded images for recent vandalism have been given to the police. The council agree to pursue the culprits as far as possible.</p> <p>Notification to Councillors re: Museum sign relocation requested to SSDC: The Clerk has been asked to confirm the Town Council are happy with this relocation. The Council have previously agreed.</p> <p>Reports on vacant properties complaints: The Clerk is liaising with Tim Russel regarding the development of a neighbourhood watch scheme and has requested an updated report on the current vacant properties in Castle Cary.</p>	
	<p>Committees Reports, Recommendations & Progress Major Projects</p>	
TC65	<p>Youth, Schools: Youth Club starts on Thursday at 7pm. Inspire to achieve have recruited two new youth workers, under a temporary contract. Neither the Monday Youth club nor Youth Matter's Youth Club will be able to</p>	

	<p>use the Swainson Building from September 2016. NW suggested the Youth Matter's should use the Pavillion and this should be discussed at the Pavillion meeting in May.</p> <p>Nothing to report from Ansford Academy.</p>	
TC66	<p>Planning Committee & Neighbourhood Plan</p> <p>106 - Wish List circulated and agreed by all councillors. SH to send wish list to SSDC and inform that these are live projects, which the Town Council are currently raising money for.</p> <ul style="list-style-type: none"> • Resolved to accept and send the above document. <p>The Old Vicarage LBC planning application in ref to Installation of a bio-climatic pergola on rear elevation</p> <ul style="list-style-type: none"> • Resolved to approve the weather proof box • Resolved approve the listed building consent. <p>Well Farm update: The Chair of Planning is in discussion with the developers, Elan Homes. A meeting is organised for Wednesday to discuss the designs of the homes. Negotiations are now in progress.</p>	
TC67	<p>Properties/Infrastructure, Pither Project & Fairfield</p> <p>Pither Projects: Nothing to report.</p> <p>Fairfield - Update Grants & planning: All questions from Viridor have been answered. The planning application for change of use has been submitted. Drainage work will start once confirmation of the money has been received from the donor.</p> <ul style="list-style-type: none"> • Resolved to send a letter of intent, subject to the money being awarded by Viridor, to the preferred contractors within the tender process for the Fairfield. <p>NW offered a selection of trees for the projects which the council would like to accept.</p> <p>Soil from the track on the Pither filed can be put on the Fairfield.</p> <p>The Chair offered thanks to the Field Group for all their hard work.</p> <p>Complaint received regarding the Horse Pond and the overrun of algae. The pond is being cleaned regularly to try and deal with this issue</p>	
TC68	<p>Prom and Comm.</p> <p>Gateway signs – The last Gateway Sign has been installed. 'Free Parking' additional signs have been ordered.</p> <p>Newsletter- Copy date Thursday 21st April, 23rd May is the distribution date.</p> <p>BillBoards- March/April Billboard has been released; the May/June billboard is in progress ready for the start of May.</p> <p>Local Business Group- due to meet again on 24th May at 6.30pm.</p>	
TC69	<p>Finance & Human Resources</p> <p>Bank Reconciliation – to be distributed at Finance Meeting or next Full Council meeting.</p> <p>Recommendation to approve additional payments on the March 2016 Payment schedule.</p> <ul style="list-style-type: none"> • Resolved to approve the additional payments for March 	

	<p>Recommendation to approve April Payment Schedule</p> <ul style="list-style-type: none"> • Resolved to approve the payments for April <p>Recommendation to propose recording the positions of the employees permitted to join the local government pension scheme for the roles of the Town Clerk, Deputy Clerk and Bookings and Promotions manager following the recommendation made at the January HR meeting with approval to join the LGPS scheme made at the February Full Council meeting.</p> <ul style="list-style-type: none"> • Resolved to accept the above proposal <p>Recommendation that approval be made so that other members of staff will be offered the Pensions Trust scheme.</p> <ul style="list-style-type: none"> • Resolved to accept the above proposal (one abstention) 	
TC70	<p>Market House Management Group and Market Feedback on evening trading on the cobbles: Tuesday evening pizza stall has had to cease trading as a result of the licensing costs imposed by SSDC.</p> <p>Concern regarding the increased cost of street trading licences by SSDC: Strategies for dealing with this will be discussed at the MHMG meeting on Tuesday Evening.</p> <p>Recommendation to propose Stall charges remain the same as 2015-16</p> <ul style="list-style-type: none"> • Resolved to approve the above proposal <p>Recommendation to propose Shambles charges remain the same as 2015-16</p> <ul style="list-style-type: none"> • Resolved to approve the above proposal <p>Recommendation to propose approval to extend the revised Market Manager contract to commence 1st April 2016 to 31st March 2017.</p> <p>BM proposed that the Market Manager's contract is extended for one month until further investigation can be undertaken and a more informed decision can be made by the council.</p> <ul style="list-style-type: none"> • Resolved to agree the above proposal 	
TC71	MTIG next meeting 28th April NW and TP will be attending	
TC72	In Camera Session-	

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 May 2016 Annual meeting of the Town Council will be held on Monday 16th May in the Market House at 7:00pm

Appendix I CCTC April 16 Payment List				
Account	Details	Ref	Ex.Ref	Gross
WALLGATE	Millbrook -Wallgate Hand wash unitsx3	104139	6509-WallgateHandwashUnitsMB	694.80
WALLGATE	Catherines Close Hand wash unit	104139	6509-Wallgate handwashunit CC	231.60
ICO	ICO Data Protection reg May2016	104140	Z7730821-Data Protection reg	35.00
MARTINSO	Market House cleaning materials	104141	Martins-Cleaning materials	12.73
LYNXCOPI	Lynx copiers bw1985-10 @.39ppc+1106-10@3.9ppv	104142	Lynx copiers 66873	60.53
SJWILTON	S.Wilton Gateway sign erection	104143	484S.Wilton-Gateway Sign Erect	120.00
GBSPORTL	GB Sport - Play Area Inspection Mar16	104144	16-520-MR GBSPORT PlayAreaInsp	90.00
DAVEMARS	Play Area - signs	104145	316-D.Marsh	5.98
DAVEMARS	Market Stalls-string	104145	316-D.Marsh	1.99
DAVEMARS	Chapel- Silicone	104145	316-D.Marsh	4.00
RITAHOLL	Rita Hollis Bus Shelter Jan,Mar + v clean	104146	68 Rita-Hollis-Bus Sheltplusx	36.00
CCS	Community Council for Somerset Annual subscription	104147	CCS Sub	40.00
BWBSL	Market House Water Rates Apr16-Mar17	104148	7030833968 MH Apr16-Mar17	56.12
BWBSL	Pavilion Water Rates Apr16-Mar17	104149	7030838007 PavilionApr16-Mar17	242.27
SSDC	Cemetery NDRates Apr16-Mar17	104150	030461-NDRates Cemetery	1161.60
SSDC	Market House NDRates 50% Ap16-Mar17+backdate	104151	073899 NDR MH - 50%	4022.22
SSDC	Millbrook NDRates Apr16-Mar17	104152	074849 - Millbrook NDR	1355.20
SSDC	Pavilion NDRates Apr16-Mar171155.53-924.42	104153	024379 Pavilion NDR	231.11
SSDC	Catherines Close NDRates Apr16-Mar17	104154	074103 -Catherines Close-Gents	544.50
SSDC	MH Rent Ap-Jun16	104155	04710067336-MH Rent	1125.00
AMC	Ground Maint Mar16-Cemetery	104156	01851-Ground Maint CemeteryM16	580.00
AMC	Ground Maint Mar16 -signs	104156	01851 Ground Maint Signs-EntM1	85.00
AMC	Ground Maint MH Mar16	104156	01851 Ground Maint MH Mar16	83.00
AMC	Ground Maint Play area Mar16	104156	01851 Ground Maint PlayAreaM16	130.00
AMC	Ground Maint Dp Field Mar16	104156	01851 Ground Maint DP FieldM16	125.00
A.PIGGOT	Market Mgr Apr16	104157	Market Stall Mgr Apr16	280.00
Payroll Costs	Payroll Costs Apr16	104158-64	Payroll Costs APR16	4018.92
BARCLAYS	Barclays DD c/ac chrgs Apr16	Barclays c/ac DD Apr16	Barclays c/ac DD Apr16	6.66
BT	BT DD Apr 16 Internet chrgs	BT DD Apr16	BT DD Apr16	126.00
SCOTTISH	Scottish PowerDDApr16 Pavilion	Scottish PwrDD Apr16Pavilion	Scottish Pwr DD Apr16 Pavilion	55.00
CNG	CNGas DD Apr16 MH	CNG DD Apr16 MH	CNGas Dd Apr16 MH	161.07
SAGE	Sage DD Apr16 FMS support	SageDD Apr16	Sage DD Apr16	55.40
				15776.70