



Castle Cary Town Council

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CASTLE CARY TOWN COUNCIL MONTHLY MEETING

held at 7:00pm on Monday 19th September 2016 at the Market House, Castle Cary:

Present: Liz Stokes, Chair, Martin Atkins, Barry Moorhouse, Judi Morison, Pek Peppin, Terry Philpott, Sally Snook, Penny Steiner, Nick Weeks, Barbara Williams

Officer in attendance: Sue Hake, Town Clerk

2016	MINUTES	
TC138	Apologies for absence and approval for reason Bob Gilbey, annual leave and Ian Davies called in late to work	
TC139	To approve the minutes of the Town Council Meetings held on Monday 15th August 2016 to be signed by the Chair Resolution: Approved and signed by the Chair	
TC140	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>). None Declared	
TC141	Public Session (<i>if any member of the public wishes to speak</i>) No members of the public wished to speak	
TC142	To agree any items to be dealt with after the public, including the press have been excluded. (A resolution to be passed by Councillors) Item 154- Market House Proposed to be in Camera due to commercial sensitivity Resolution: Agreed	
TC143	Community Safety and Security Report to be received and distributed Stats circulated HH informed the group there will be a further police officer in Wincanton Email to Sue Mountstevens to raise concerns Action: Liz agreed to raise concerns to Sue Mountstevens Fire Officer-John Wenglorz Reported statistic for callouts for the CC fire station noting there is a Local community plan on the website and there is currently a pilot in place to deal with falls in the home for elderly persons	LS
TC144	Co-Option nomination of new Councillor Justin Birch introduced himself to the Council LS Proposed and PS seconded, Agreed Sign Declaration of acceptance of office by the new Councillor and the Clerk With the declaration of interest being issued to him and requested to be completed and returned to the clerk within 28 days to forward to SSDC BM raised reminder to note for future votes to be cast anonymously	

<p>TC145</p>	<p>To receive any reports/items of information from Councillors (not listed separately on the agenda)</p> <p>145.1 Mike Lewis, County Councillor ML confirmed Hinkley Point will now progress and this will support Somerset economy</p> <p>SS enquired about the Dimmer waster transfer station ML had assumed it will be discussed this month and the landfill be discussed at the October meeting</p> <p>145.2 Nick Weeks, District Councillor NW stated this will have an impact on Castle Cary , wages are likely to be 30% higher which may impact builders will be drawn away from local building projects</p> <p>145.3 Henry Hobhouse, District Councillor 4th October Inspector will be at Churchfield at 10am for the public enquiry connected to the Station Road appeals He advised the Councillors they need to attend the meeting to register to speak at the enquiry</p>	
<p>TC146</p>	<p>Chairs Report</p> <p>146.1 proposal to renovate Fingers posts LS has contacted John Nicholson as they are owned by Highways but are not a priority to them Shirley Lane is willing to look at using local volunteers and finding local sponsors MA enquired about materials being supplied PP SL had requested sponsors NW offered to pay for the one at Fulford Cross and the top of Torbay Road Action: NW and MA to progress SS will pay for the one at the bottom of Blackworthy Road PP has offered to pay for one NW, MA will identify the finger posts that requires painting and identify those that require repair ML suggested LS write to enquire if the paint will be provided from Highways Action: LS to request paint to be delivered to the Market House</p> <p>146.2 Report from Safer Travel group (circulated) PP safety of pedestrians cyclists and drivers ML is unlikely to know if a small improvement scheme will run in 2017 until November Councillors to send request for amendments to LS prior to circulation for the next full council meeting NW enquired if the scheme could include Footpath across Fairfield HH suggested talking to shopkeepers TP suggested the TC need to formally consider if they wish to contribute finances to the scheme</p>	<p>NW,MA</p> <p>ALL</p> <p>TP/ALL</p>

	<p>146.3 Letters of concern & complaint re: Catherines Close Further letters have been received TP suggested meeting with Yarlinton Homes residents and Councillors TP, JM, PS and LS prepared to meet LS explained there are issues in the play area Action: LS to propose a meeting with Yarlinton, Residents and councillors to meet HH suggested a separate meeting with the police</p> <p>146.4 Letter of request for Community Safety Champion for Devon & 145.5 Enquiry for a volunteer councillor to become a Fire And Rescue Community Safety Champion (circulated) Action: LS to raise with John Wenglorz at the next meeting with a view to promoting on Cary Crier JM has offered circulating information but not becoming a Safety Champion</p> <p>146.6 Suggestions requested for how to resolve rubbish problem in front of Market House ML Chris Cooper may now have capacity to empty additional bins Action: to make enquiries about bin emptying and frequency</p> <p>146.7 Are we happy to plant up to 2000 crocus bulbs in our town to celebrate the near eradication of Polio?" These are free from Rotary but who is going to plant them and where Resolution: agreed LS to contact the gardening club</p>	<p>LS</p> <p>LS</p> <p>LS</p> <p>LS</p>
<p>TC147</p>	<p>Clerk's Report</p> <p>Carpark –deafPLUS Friday 18th November Catherines Close, Castle Cary 1pm-3pm</p> <p>Carpark -Somerset site change of date The Somerset mobile advisory unit was booked in to use the Castle Cary car park on the swapped from 7/9/16 to 6/10/16 from 1pm-3.30pm</p> <p>Agenda and minutes schedule-circulated These are being amended and so will now circulate for the finance and Hr meeting</p> <p>SH raised the subject for the need to raise a cheque before the end of the meeting to SSDC for a road closure. PS proposed the expenditure of up to £200 (awaiting confirmation for amount) for the Road Closure of the big Christmas on a temporary basis to be reimbursed by Big Christmas</p> <p>Resolution: Approved</p> <p>SH notified Councillors of the resignation on this day for the deputy clerk who plans to make her last working day on Friday 20th January 2017 prior to going on leave</p>	<p>SH</p>

	Committees Reports, Recommendations & Progress Major Projects	
TC148	<p>Planning Committee & Neighbourhood Plan</p> <p>148.1 Minutes Distributed PP informed councillors not at the meeting the decisions for the planning application</p> <p>148.2 Draft Neighbourhood Plan circulated LS requested comments from councillors LS explained the feedback from SSDC have now said the plan is not good enough NW explained SSDC are currently working on a revision on the local plan PP requested it to be minuted about how scandalous it was that the local plan is being revised and not notify the people working on neighbourhood plans HH does not believe CCTC should be held up by the planning department including Paul Wheatley and Jo Wilkins There is a meeting on Monday at 3pm with David Holt. PP explained Care for Cary have also offered to contribute to costs ML suggested asking how many plans have been approved in SSDC and nationally</p>	
TC149	<p>Properties/Infrastructure Committee, Pither Project & Fairfield</p> <p>Report on consultant costs for project and resolve to spend money allocated at previous TC meeting PS has received a quotation from the consultant and this is being looked into. PS informed the Council the Viridor decision had been challenged but it was now noted Viridor funding could not be obtained for the Fairfield project</p> <p>To note Maintenance-Caretaker report circulated for information</p> <p>NW informed Councillors the track at the Pavilion will commence in the next week</p> <p>Millbrook toilets approval to close the ladies and gents from the 1st October as a trial basis for 3 months-This could not be agreed and minuted as it had not been itemised on the agenda Action: To put on the Full Council agenda for approval for a two month trial period Notice to be displayed and put on the Cary Crier and facebook and open the disabled toilet to access to everyone</p>	SH PP,SS
TC150	<p>Finance & Human Resources Committee</p> <p>TP gave feedback on the agenda training and suggested template for a new agenda Clerks meeting capping will apply to councils will be capped over £500,000 or £75 TP proposed a discussion when information has been received</p>	

	<p>150.1 To receive the Finance Budget Summary</p> <p>150.2 Recommendation to Approve September payment Schedule Resolution: Approved</p>	
TC151	<p>Promotion and Communication Committee</p> <p>151.1 To resolve to accept the new Terms of Reference agreed at P&C meeting (circulated) Resolution: Approved</p> <p>151.2 To resolve to accept the Retention of Policy Document as agreed at P&C meeting (circulated) Resolution: Approved to amend date on bottom of the document</p> <p>151.3 To confirm that P&C committee with referral to Town Clerk and Chair of Finance can spend £1000 of allocated budget on Christmas lights and decorations Resolved: Agreed</p> <p>151.4 To commit to the resolution of South Somerset District Council condemning any form of racism, intolerance, bigotry or xenophobia. It was noted these are adhered to within the Town Council's current Standing orders</p>	
TC152	<p>Market House Management Group, Market and Weddings</p> <p>152.1 Feedback from Asset Transfer meeting (TP) TP gave some feedback the next meeting will be held on Wednesday this week</p> <p>152.2 Emergency procedure-Would you know what to do if? (LS) All councillors agreed they would need training to be arranged to tag onto the end of a meeting as well as volunteers and upstairs tenants to be invited.</p>	
TC153	<p>In Camera Session- Urgent Market House Works-documents circulated TP reported one of the main issues is the roof leaking largely due to the high level guttering needing to be replaced Schedule of works was used to negotiate dowry A leak free period has been requested after the works prior to signing agreement to progress the asset transfer</p> <p>Proposal: to recommend the works to be commissioned Resolution: Agreed with two abstentions Propose: Nick Weeks liaises with the contractors Resolution: Agreed with two abstentions</p>	

The October 2016 Monthly meeting of the Town Council will be held on Monday 17TH October at the Market House at 7:00pm

Approved as a correct record.....E Stokes 17 October 2016

Castle Cary Town Council

Appendix i Payment Schedule September meeting

Date	Account	Ref-chq/dd	Dept	Details	Gross	Comments
12/07/2016	WALKERFI	104262	128	Fire Equip ann service	74.16	
12/07/2016	WALKERFI	104262	132	Fire Equip Chapel ann service	54.60	
01/09/2016	DAVEMARS	104263	147	MH c mtrls	4.51	
01/09/2016	DAVEMARS	104263	124	Millbrook toilet syphon	6.99	
02/09/2016	SSDC	104264	134	SSDC Carpark income compensation	3971.20	
18/08/2016	SSDC	104265	145	SSDC C MHse insurance rchrgJul15-Jun16	1213.39	
23/08/2016	GBSPORTL	104266	126	Bolts for Seesaw	15.12	
24/08/2016	SECURITY	104267	138	SES CCTV power unit	31.80	
05/09/2016	CCCRICKE	104268	127	CCCC DP Field grass cutting 2016	2500.00	
31/08/2016	DIRECTTE	104269	104	Directtec copy chrg 8670 & 3752	37.28	
19/09/2016	A.PIGGOT	104270	154	Market Mgr Sept 16	280.00	
19/09/2016	SUSANHAK	104272	104	Reimb SHake -Shredder	62.99	
19/09/2016	ANNABRAN	104273	153	Reimb A.Branson-Market Flyers	41.97	
19/09/2016	MICHAELS	104274	125	Reimb M Stokes Guttering	119.17	
19/09/2016	MICHAELS	104274	165	Reimb MStoke Clear Plasticx3 Notice boards	74.09	
19/09/2016	MICHAELS	104274	132	Reimb M.Stok Cem wrk	11.87	
19/09/2016	Payroll Costs	104271-7	var	Payroll Costs Sept 16	3388.84	
19/09/2016	HMRC	104278	var	HMRC costs Sept16	719.18	
19/09/2016	SCCPENSI	104279	var	SCC Pension Sept 16 +bd	2967.42	
19/09/2016	BWBSL	104280	128	Pavilion Water	242.27	
19/09/2016	BWBSL	104281	145	Market House Water	56.13	
19/09/2016	SSDC	104282	145	Market House Non Domestic Rates inc bdt 2014-Mar2017	4022.22	
19/09/2016	CCACS	104283	149	Market House Carnival Prog ad	15.00	
19/09/2016	CCACS	104283	154	Market ad Carnival prog £30 to rch AP £15	30.00	
01/09/2016	AMC	104284	132	AMC Ground Maint Cem	580.00	
01/09/2016	AMC	104284	138	AMC Ground Maint Signs Ent	85.00	
01/09/2016	AMC	104284	147	AMC Ground Maint MHse	83.00	
01/09/2016	AMC	104284	126	AMC Ground Maint Play Area	130.00	
01/09/2016	AMC	104284	127	AMC Ground Maint DP Field	125.00	
12/09/2016	RITAHOLL	104285	138	Rita Hollis Bus Shelter cleaning	36.00	
11/08/2016	GBSPORTL	104286	126	GBSport Log for Swings 99+105 carriage	244.80	
06/09/2016	BARCLAYS	DD Barclays Sept16	104	Barclays DD Sept16 Bank chrgs	40.36	
12/09/2016	SCOTTISH	Scottish Pwr Sept16	128	Scottish Power DD Sept 16 Pavilion	55.00	
20/09/2016	CNG	DD CNGas Sept16	128	CNGas DD Sept16 Pavilion	5.08	
20/09/2016	CNG	DD CNGas Sept16 MHseSep	145	CNGas DD Sept 16 Market House	27.99	
26/09/2016	SAGE	DD Sage Sept16	104	Sage DD Sept16 FMS software supp	55.40	
					21407.83	