



Castle Cary Town Council

The Market House
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CASTLE CARY TOWN COUNCIL MEETING

held at 7pm on Monday 21st November 2016 at the Market House, Castle Cary

Present: Liz Stokes,(Chair) Justin Birch, Ian Davies, Bob Gilbey, Judi Morison, Pek Peppin, Terry Philpott, Sally Snook, Penny Steiner, Nick Weeks, Barbara Williams

County Councillor: Mike Lewis

Officer Present: Sue Hake, Town Clerk

PCSO: Tim Russell

Public Session: 4 members of the public

Laurence Huggins-read a statement for his concerns about the speed of traffic in the town and the suggestion of installing speed bumps, also noting the problem with the loading and unloading bay outside of Dave Marsh's

LS explained these are being looked at by the Safety group

BW requested the document to be left

PS explained Highways had made a mistake with the yellow markings on the pavement and suggested Mr Huggins also contact Highways directly

PP -to put suggestion for members of the public to contact on Cary crier

16	<u>MINUTES</u>	
TC168	Apologies for absence and approval for reason Barry Moorhouse- ill Martin Atkins	
TC169	Declaration of interest. Members to declare any interests they may have in agenda items that accord with the requirements of the Councils Code of Conduct, and to note the grant of dispensations made by the town clerk in relation to the business of this meeting. No declarations made	
TC170	Exclusions of the press and public: To agree any items to be dealt with after the public, including the press have been excluded. (A resolution to be passed by Councillors) 178.2 Fairfield Proposal for fencing-refer to document distributed- In Camera Agreed -unanimous	
TC171	Confirmation of minutes of the Town Council Meetings held on Monday 17th October 2016 Resolution: Confirmed	
TC172	Community Safety and Security 172.1 Report to be received and distributed PCSO Tim read out the statistics and identified those specific to Cary PS raised the issue about broken glass bottles needing to be picked up everywhere at present	

	<p>NW asked the PCSO if the police are aware and taking seriously the shooting of Hare and Deer on farmer's land in the area. The PCSO confirmed they are aware of it JM enquired about the type of antisocial behaviour Tim informed the Council a further PCSO will be starting in on the beat in January 2017 and so they will be up to staffing levels</p> <p>172.2 Fire Officer-John Wenglorz Not able to attend</p>	
<p>TC173</p>	<p>To receive any reports/items of information from Councillors (not listed separately on the agenda)</p> <p>173.1 Mike Lewis, County Councillor ML has concerns about leachate leaking into the river that is extremely brown but it is clear from the local sewage site. Environmental tests are completed twice a year but Viridor complete all other tests PP informed ML that this was discussed at Planning ML suggests the Town Council have a designated champion and warned councillors the deoxidisation is just as damaging Action: BW and JB to work together and liaise with ML and Lisa Thomas & PP to put on Cary Crier</p> <p>173.2 Nick Weeks, District Councillor The new CIL regime will be rolled out in April – meaning all new houses will be taxed Work has been completed by a private company for land supply and housing needs up to 2039 which identified the Local plan figures could be flawed and so may actually be reduced. There will be consultation commencing in the next 3-4 weeks that will also be on-line There are issues with the number of planning applications that have not yet been built and so this should be taken into consideration. A number of flexible deals will also be available to small developments</p> <p>173.3 Henry Hobhouse, District Council-did not attend</p> <p>173.4 Vicki Nobles- Dimmer Farm, Castle Cary. a founder member of Care4 Cary. To receive report related to Somerset Waste Board's decision to appoint Viridor to handle the management of household waste in Somerset and the siting of a transfer station at Dimmer to accept and onward transfer all household waste from Mendip and South Somerset Districts. Somerset Waste Board is due to meet on December 16 to finalise the decision. Walpole and Dimmer are the proposed transfer stations to be moved to Avonmonth Care4Cary would like to make two requests Will the Town Council help Care4Cary to object for the site at Dimmer to be used as a transfer station Asked Nick if Area East can help – NW has noted this has not been raised at District Executive. The request to support the objection was considered and discussed.</p>	<p>BW/JB PP</p>

	<p>Resolved- Castle Cary Town Council agreed to support the objection to the Waste Transfer station NW suggests working with local Parish's and communities Action: LS PP and ID agreed would work together to liaise with Vicki Noble, Mike Lewis, local Communities and Parish Council's and would ensure the Town Council have a representative attending the meeting with Mr Read</p> <p>173.5 Youth Matters -JM JM explained the current situation for Youth Matters and requested all payments to the Youth Matters be suspended, thanking all organisations for their support JM proposed CCTC continue to budget for future years Resolved- Unanimously agreed JM explained the current group are looking to stand down at the committee meeting being held on Tuesday 22 November The Town Council would like to thank the group for their hard work</p>	LS/PP /ID
TC174	<p>Chairs Report 174.1 Safer Travel group-Feedback from consultation with Ansford Parish Council Safer Travel project plan- circulated</p>	
TC175	<p>Clerk's Report Internal Audit report- SH agrees with the recommendations and actions and will respond accordingly to the internal auditor</p>	
TC176	<p>Committees Reports, Recommendations & Progress Major Projects</p>	
TC177	<p>Planning Committee & Neighbourhood Plan</p> <p>177.1 Minutes Distributed</p> <p>177.2 Neighbourhood plan feedback from the meeting with South Somerset District Council LS reported on the progress and the use of a consultant to move the plan forward.</p>	
TC178	<p>Properties/Infrastructure Committee, Pither Project & Fairfield 178.1 Millbrook Toilets</p> <p>Recommendation: To approve reducing the Millbrook toilet facilities to have access to a single unisex toilet for a trial period of two months commencing 1 November 2016</p> <p>SS raised concerns of facebook and suggested they are reopened for the Big Christmas</p> <p>NW reminded councillors Wincanton no longer have toilet facilities</p> <p>TP suggested this is part of the trial period and so will then have direct feedback</p> <p>Pubs will be open during Big Christmas</p> <p>NW proposed the toilets remain closed</p> <p>Resolved- voted 7 to 4 for in favour to remain closed</p>	

	<p>178.2 Fairfield Proposal for fencing-refer to document distributed- In Camera Resolved: Agreed to progress with Bourton Fencing Option of second gate to be viewed and considered</p> <p>178.3 Donald Pither Memorial Field Recommendation: to approve R. Smith & Sons estimated costs of £3950 plus VAT (circulated) to finish surface works to the track at Donald Pither Memorial Field NW confirmed further drainage works will be required along the edge</p> <p>BG proposed Castle Cary Town Council suspend the financial standing orders to allow the completion of the works up to the estimated quote Resolved: Agreed</p> <p>178.4 PP should we try to get the Pitchings listed PP has spoken to the Conservation officer Andrew Tucker who is in favour of the suggestion Resolved: Agreed Unanimously</p>	
TC179	<p>Finance & Human Resources Committee</p> <p>179.1 To receive the Budget Summary to October and Bank Reconciliation Resolution: Receipt acknowledged</p> <p>179.2 Recommendation to Approve November payment Schedule Resolution-Approved</p> <p>179.3 Deputy Clerk Vacancy-Recruitment update The position has been offered subject to references to Claire Craner-Buckley who will shadow Mo for the Planning meeting agenda and minuting and to start position in January</p> <p>179.4 Funding request- Cary Comedians Recommendation: To approve £100 grant towards a new tractor (funds only to be released when the tractor has been purchased) Resolved: Agreed</p> <p>ID ML and CE left at 8.40pm</p>	
TC180	<p>Promotion and Communication Committee</p> <p>180.1 Publicity - Update on current programme PS requested councillors obtain leaflets from Lara for distribution</p> <p>180.2 Tourism - Update on leaflet and Welcome Pack PS reported the town leaflet is in progress and the welcome pack is being looked at with the view to improving the folder</p> <p>180.3 E-mails - Update and feedback-SS Action: SS will be feeding problems back to Becky</p>	<p>ALL</p> <p>SS</p>

	<p>180.4 Recommendation: CCTC to fund up to £150 the volunteers Christmas Social Event 16 December (anticipated number more than 60) PS proposed allocating the sum of £150 with JM suggesting this is taken from the Market House Income Resolved: Agreed for the sum of £150 to be allocated from the Market House Income to be used to spend on the Christmas Social event</p> <p>180.5 Recommendation: To approve the 2017 Meeting Schedule previously distributed Resolved: Approved, noting Finance and HR may not need to meet monthly</p> <p>180.6 Recommendation: To approve the revised advertising policy Resolved: Approved</p> <p>180.7 Recommendation: To support Battle's Over - A Nation's Tribute and WWI Beacons of Light 11th November 2018 for with the appointment of a project leader to present a plan and budget proposal to a future meeting (refer to previously distributed e-mail) Proposal CCTC support Cary 2000 continue to light the beacon on the 11/11for the last 16 years Expect to do red white and blue lights Resolved: To support Cary 2000 to light the Beacon</p> <p>It was noted the Castle Cary regatta will be discussed at the next Prom and Comm meeting</p>	PS
TC181	<p>Market House Management Group, Market and Weddings</p> <p>181.1 PP feedback for costs relating to the renovation of the unicorn at the front of the Market House PP proposes this is looked at by CCTC after the completion of the asset transfer Resolved: Agreed</p> <p>181.2 Market House- Asset transfer sign off – TP Recommendation: That Nick Weeks in conjunction with both LS and SH have the authority to approve any additional works related to the market house while the scaffolding is present at the rear of the building. This would require suspension of financial standing orders. Any expenditure to be to the maximum of the funding from the SSDC market house dowry and to be reported to the next full council meeting Resolved: Agreed unanimously The meeting finished at 9pm</p>	
	Items for December meeting - Follow up Youth Work meeting by JM at December meeting	

The December 2016 Monthly meeting of the Town Council will be held on Monday 12th December at the Market House at 7:00pm

Approved as a correct record.....E Stokes 12 December 2016

Castle Cary Town Council

Appendix i Payment Schedule November meeting

Date	Account	Ref-chq/dd	Dept	Details	Gross	Comments
07/10/2016	VIKINGPA	104310	104	Office stationery-diarys etc	114.30	
01/04/2016	CHARACTE	104311	165	Whats on Somerset ad Spring	336.00	
19/10/2016	DORSETPL	104312	107	Dorset Planning consultant-neighbourhood plan	935.65	
21/10/2016	ROYALBRI	104313	104	Royal British Legio-poppy wreath	25.00	
21/10/2016	LIZSTOKE	104314	104	purch used Lenovo laptop	70.00	
24/10/2016	SSDC	104315	145	M Hse Premises Licence B	180.00	
31/10/2016	DIRECTTE	104316	104	Copy chargs 1074 mono 480 col	27.49	
25/10/2016	SSDC	104317	124	Millbrook Jul-Sep16 water220sewerage180.00	400.00	
25/10/2016	SSDC	104317	124	Millbrook SSDC cleaning-open rchg	1658.92	
01/11/2016	SOMERTON	104318	112	Risk Assessment training 22-11-16 SH	50.26	
01/11/2016	PROMPTCA	104319	124	Millbrook 2 x toilet signs	65.00	
03/11/2016	SSDC	104320	166	SSDC CCBig Christmas TENS x 2	42.00	
07/11/2016	JENNYALD	104321	161	J.Alderson Typesetting newsletter	75.00	
07/11/2016	GRANTTHO	104322	106	Grant Thornton ext audit fees accounts 2015-16	540.00	
07/11/2016	RSMITH&S	104323	127	DP mem Field track	12578.42	
11/11/2016	AURORA	104324	161	Aurora print newsletter Winter 16	478.00	
14/11/2016	DARKINMI	104325	106	Darkin Miller Internal Audit day1 plus remote	539.78	
18/11/2016	MALCOLMK	104326	161	M.King Newsletter deliv Nov16	172.00	
08/10/2016	NICKFONE	104327	129	Fairfield grass cut Oct16	148.00	
01/11/2016	AMC	104328	132	AMC ground maint Cem Oct16	580.00	
01/11/2016	AMC	104328	138	AMC ground maint signs ent cc Oct16	85.00	
01/11/2016	AMC	104328	147	AMC ground Market Hse Oct16	83.00	
01/11/2016	AMC	104328	126	AMC ground maint Play area Oct16	130.00	
01/11/2016	AMC	104328	127	AMC ground maint DP field Oct16	125.00	
09/11/2016	SUSANHAK	104330	104	Reimb SHakeOffice printer toner	32.90	
16/11/2016	SUSANHAK	104330	165	Reimb SHake festive lights	317.90	
21/11/2016	Payroll Costs	104329-35		Payroll Costs Nov16	4360.04	
21/11/2016	HMRC	104336		HMRC costs Nov16	859.21	
21/11/2016	SCCPENSI	104337		SCC Pension costs Nov16	767.44	
16/11/2016	DAVIDHOL	104338	107	D.Holt Consultant Surveyors Ltd Neighbourhood plan support	1074.00	
22/11/2016	A.PIGGOT	104339	154	Market Mgr Nov16	280.00	
03/11/2016	BT	BT DD Nov 16	165	BT DD Nov 16 Info Point	49.68	
10/11/2016	SOUTHERN	SSE DD Nov 16 CC	125	SSE DD Nov 16 CC	48.57	
25/11/2016	SAGE	Sage DD Nov 16	104	Sage DD Nov 16 FMS softwarre support	55.40	
19/10/2016	BARCLAYS	DD Barclays Nov16	104	DD Barclays Nov16	50.38	
19/10/2016	SCOTTISH	DD SCottish Power No16	128	DD Scottish Pwr Nov16	58.00	
10/11/2016	CNG	DD CNGas Nov16 MHse	145	DD CNGas Nov16 Mhse	73.30	
08/11/2016	SOUTHERN	DD SSE Nov16 MH	145	DD SSE Nov16 Mhse 4 Aug-8 Nov	104.04	
					27283.96	