



## Castle Cary Town Council

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### **DRAFT MINUTES OF CASTLE CARY TOWN COUNCIL MEETING**

held at 7.00pm on Monday 18<sup>th</sup> February 2019 at the Market House, Castle Cary:

**Present:** Judi Morison, Chair, Martin Atkins, Margaret Bebbington, Bob Gilbey, Pek Peppin, Hedge Burley, Terry Philpott, Sally Snook, Penny Steiner, Nick Weeks

**Officer Present:** Sue Hake, Town Clerk

**District Councillor:** Nick Weeks

**County Councillor:** Mike Lewis

One member of the public attended

2019

**TC016 To agree any items to be dealt with after the public, including the press have been excluded. (A resolution to be passed by Councillors)**

**TC017 Apologies for absence**

Barbara Williams, Justin Birch,

**TC018 To approve the minutes of the Town Council meeting held on Monday 21 January 2019**

**Resolved:** Agreed

NW has contacted Robert Rhys who will liaise with Elan Homes

**TC019 Declarations 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

**TC020 Community Safety and Security**

9 Crimes reported in Castle Cary & Ansford in December 2018 - <https://www.police.uk/>  
NW reported the Police are committed to stay in Wincanton and 100 more officers are to be recruited for Somerset

**TC021 To receive any reports/items of information from Councillors (not listed separately on the agenda)**

**Mike Lewis (County Councillor)**

ML reported

- a) the media police have changed the boundaries to coincide with the ward changes
- b) SCC Highways-Neil McWilliams requires the location of the grit bins for refilling.
- c) SCC Full Council meeting being held on Wednesday 20<sup>th</sup> & will discuss climate change.

**Nick Weeks (District Councillor)**

NW reported Dominic Heath Colman is leaving SSDC planning  
Success relating to flooding and funding for Somerset will be made available  
There is still no news in relation to Foxes run

**Action:** TC letter to be sent to thank Dominic for his hard work

**Henry Hobhouse (District Councillor)** Did not attend

### **Update on Key Objectives/Projects**

- a) Quality Council cannot be applied for until after the election-MB to work with JM
- b) NW stated he had previously received email confirmation from Vega Sturgess and Ian Clark stating that the Town Council are not required to seek permission to make alterations to the Millbrook toilet block.
- c) JM to work with NW and BG to complete a project plan for the Millbrook toilet block
- d) JM is meeting with Tim Cook to discuss 106 monies further
- e) PP gave an update on the Neighbourhood Plan

### **TC022 Chairs Report**

- a) MTIG update and feedback about SSDC Business Strategy  
PP requested the Museum are supplied with further information about a touch screen console  
Rob Angel will attend the MTIG meeting from Chamber of Commerce  
JM to recirculate the link and the document  
NW noted concern there is no mention of job land in Castle Cary  
JM will be attending the meeting and asked councillors for feedback on the SSDC Business Strategy.
- b) Library update  
JM explained she has been appointed as a trustee but not representing CCTC  
Training commenced and shadowing  
SS asked what building maintenance is taking place-JM explained A Self-Service booth is being installed.
- c) DP Trust meeting  
TP confirmed the DP meeting will be held at 6pm on the 25<sup>th</sup> February to agree the request to be made to SH for the agenda

### **TC023 Clerk's Report**

Compensation cheque received

SH confirmed the cheque had been received from Natwest to compensate for some of the time wasted attempting to open a new bank account.

## **Committees Reports, Recommendations & Progress on Major Projects**

### **TC024 Planning Committee**

- a) Draft Minutes (uploaded to website)  
SS referred to the Planning Minutes and noted the main item on the agenda was the BMI site application.  
SS noted only 3 members of the public attended the Planning meeting.
- b) Neighbourhood plan update  
PP informed Councillors she has heard back from the examiner and went through items raised in the Annex  
She will be meeting with the examiner on Thursday to discuss the items raised.  
ML noted 5500 houses in Somerset have been approved but are not being built.  
SS is concerned about changing the wording  
PP has been contacted by Hanwick homes again.  
SSDC have not responded with the comments as these are needed and so PP will continue to chase.  
**Action** PP to forward the appendix to JM

- c) PP reminded councillors for the 1.45 meeting with Theo Backhaus.  
SS to check the roads will be adopted  
Stonewater are managing the affordable homes on the site  
ML discussed a development in Wincanton and the concerns about SSDC adopting the road.  
NW reported SSDC are not able to work on unadopted roads and noted Highways do not have to adopt the roads.

It was noted the SSDC planning website is not working

#### **TC025 Finance and Management**

##### **a) Finance**

**Recommendation:** To approve February Payment Schedule (circulated)

To Nominate Councillors to verify and authorise payments

**Action:** SH to contact the Clerk in Wells to identify the company used for the similar make lift as the Market House.

**Resolved:** February payment schedule approved

**Resolved:** HH to approve invoices and JM to release payments

##### **b) To receive the finance report**

#### **TC026 Marketing & Communication**

##### **a) PS Update on signage**

PS reported the sign outside of the post office will be completed when the weather improves.

HC is currently obtaining three quotes for the replacement for the Noticeboard.

##### **b) SS CCTC email**

SS explained Becky is going to move the e-mails server

SS explained she has managed to send one to a BT by removing the GDPR footer.

E-mail to be taken to the next MCC meeting for discussion.

SS is proposing to create a link on the website to report incidents on the B3153 to get a better idea about problems in this area.

**Action** PP to circulate on Cary Crier

##### **c) Chamber of Commerce feedback**

PS gave feedback on additional members are joining the group.

Rob is aiming to encourage people to attend until August.

Emily estate are attending the meeting with the group tomorrow evening.

#### **TC027 Fairfield**

##### **a) APC response to request to maintain the field**

Defer to a later meeting subject to further discussion with APC

##### **b) Fairfield Management Agreement - discuss and agree the document for implementation (please circulate the agreement)**

Deferred to a later meeting

##### **c) Maintenance Agreement – update**

NW confirmed he will cut in the next three weeks

TP asked if the Fairfield group document could be tweaked

A Volunteers day is planned for 23 March

**Action:** PS to arrange a date to meet with APC

TP, JM, PS, BG, to attend the meeting

#### **TC028 Properties & Infrastructure**

##### **a) NW Feedback on parking request letter**

NW explained a letter requesting a parking permit requested on Bailey House and confirmed no parking permits

Castle Cary real news could be pointed to enquire about private parking.

- b) Market House  
SH update  
Market House transfer has been confirmed should be completed on 31<sup>st</sup> March  
NW is planning to get three quotes for the majors works required as SSDC do not seem to want to provide a contractor to do this  
NW painting the gutter making clear, problems with windows, examining the roof where there is a know problem and ask the contractor to quote for work that is required and painting  
Reeves, SSD contractor asked if anyone knows of another contractor to provide the quote
- c) CCB Feedback on Paviours  
CCB to be thanked for the report on the paviours  
HB confirmed they do not plan on replacing paviours with tarmac and it is known CCTC do not want tarmac in the town centre.  
HB reported Highways have put in an order to the owner of the gutters for St Margarets.  
TP offered to circulate a flyer.  
NW requested ML ask Highways to infill a pot hole in South Cary Lane urgently.  
ML also suggested everyone report the pot hole on the website which will then be more likely to acted on.

**TC029 Donald Pither Trust**

- a) To receive an update on the Youth portacabin  
Meeting next Monday at 6pm  
Update on the youth building  
JM explained Fray has reported the biggest issue is the lack of space running Youth Club

The meeting closed at 8.20pm

**The March 2019 meeting of the Town Council will be held on Monday 18 March in the Market House at 7:00pm**