



Castle Cary Town Council

The Market House

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MINUTES OF CASTLE CARY TOWN COUNCIL MEETING

held on Monday 19th July 2021 at 7pm

Present: Judi Morison (Chair), Philippa Biddlecombe, Nick Crowley, Bob Gilbey, Kenneth Gray, Pek Peppin, Penny Steiner, Rob Worth

In attendance: Lisa Davis (Clerk)
Henry Hobhouse (District Councillor)
Kevin Messenger (District Councillor)
Mike Lewis (County Councillor)
One member of the public

19:00 – Open session

The meeting started at 19:00

2021

TC45 Apologies for absence

Margaret Bebbington and Sally Snook had sent their apologies for being unable to attend.

TC46 Declarations of personal or pecuniary interests - no Councillors had interests to declare.

TC47 To approve the minutes of the Annual Meeting held on Monday 21st June and the Extraordinary Town Council Meeting held on Monday 5th July to be signed by the Chair at a later time.

RESOLVED: It was proposed and unanimously agreed that the minutes of the meetings on Monday 21st June and 5th July are approved.

TC48 Assembly Room / Billiard Room

The Council received a presentation from Pek Peppin about the Cary in 21 Objects display taking place in the Assembly Room and an update on the progress of the improvements to the Billiard Room.

Judi Morison thanked Pek Peppin, Will Vaughan, Steve Biddlecombe, Philippa Biddlecombe, Bob Gilbey, Mike Stokes and everyone else who had been involved in the work so far.

A proposal was presented by Pek Peppin regarding the lights for the Billiard Room.

RESOLVED: It was proposed and unanimously agreed to accept the Architects recommendation for the lights.

TC49 Community Safety and Security update

No update report had been received from the PCSO.

TC50 To receive reports, updates and correspondence:

- a) **County Councillor:** Mike Lewis reported that COVID is still an issue but SCC Committee meetings would now be held face to face, although there would be a hybrid to enable people to link in remotely. An announcement on the unitary proposals is

expected this week. There are continuing issues with waste collection delays but Mike asked that residents are encouraged to be polite and helpful to the staff.

- b) District Councillors:** Kevin Messenger confirmed that Jane Portman had been appointed as Chief Executive for SSDC for a period of 18 months. SSDC would be continuing with zoom meetings for a further six months. Kevin advised that a meeting would be arranged with Ansford PC and SSDC to discuss a possible proposal for land at Ansford.

Henry Hobhouse advised that although SSDC had recently won an appeal for residential development in Templecombe the Inspectorate had revoked the five year land supply. Henry would like to speak to Lisa Thomas about completing some water testing in the River Cary. In response to a query from Pek Peppin, Henry agreed to follow up a response to the request for Listed Building pre-application advice that had been submitted to SSDC Planning in September 2020.

- c) Dimmer Liaison Group** Mike Lewis gave an update on the Dimmer Liaison meeting that was held on 25th June. Henry Hobhouse apologised for not attending the meeting.

d) Update on Key Objectives/Projects

No updates were reported.

e) To review action points from previous meetings

Philippa Biddlecombe reported that improvements had been made to the basketball court and the fencing should be completed within the next couple of weeks.

TC51 Chairs' Report

- a) To receive an update about the Town Council vacancy** – Judi Morison advised that unfortunately there had been no interest in the vacancy to date. George Cronk has also resigned so there are now two vacancies.

- b) Post Office** – The Market Garden are preparing for the counters to be installed. It was agreed to formally write to Jonathan to thank him for the service that he had provided.

Action 190721/1: Judi Morison

Committee Reports, Recommendations & Progress on Major Projects

TC52 Planning Committee & Neighbourhood Plan – the Council received a report of the Planning Committee meeting of 5th July, the draft minutes of which have been published.

TC53 Properties and Infrastructure Committee – the Council received a report from Properties and Infrastructure Committee.

TC54 Marketing & Communication Committee

- a) Marketing and Communications Committee update report** - the Council received a report from the Marketing and Communication Committee.

Kevin Messenger advised that he has plastic drums that could be used as bins for the Fun on the Field event.

- b) Advertising Policy – to consider recommendation from the Marketing and Communication Committee that the Town Council approves re-adoption of the Advertising Policy without amendment.**

RESOLVED: it was proposed and unanimously agreed to re-adopt the Advertising Policy without amendment.

- c) Social Media Policy – to consider recommendation from the Marketing and Communication Committee that the Town Council approves the adoption of the Social Media Policy.**

RESOLVED: it was agreed that Kenneth Gray would amend the draft policy for further consideration.

TC55 Finance and Management Committee

- a) Budget year to date summary** – noted

b) Town Council's internal auditor

RESOLVED: It was proposed and unanimously agreed to retain Rosie Darkin-Miller as the Town Council's internal auditor for the next three years.

c) Grant application from Cary Amateur Theatrical Society (CATS) –

Vyv Simpson gave an update on funding.

RESOLVED: It was proposed and unanimously agreed to award £150 to CATS towards the repair costs.

RESOLVED: It was proposed and unanimously agreed to consider providing a larger grant to CATS for 2022/23, subject to community consultation, when setting the precept later this year.

d) General Terms of Reference for all Committees Policy – to consider recommendation from the Finance and Management Committee that the Town Council approves re-adoption of the General Terms of Reference for all Committees Policy without amendment.

RESOLVED: it was proposed and unanimously agreed to re-adopt the General Terms of Reference for all Committees Policy without amendment.

e) Equal Opportunities Policy – to consider recommendation from the Finance and Management Committee that the Town Council approves re-adoption of the Equal Opportunities Policy without amendment.

RESOLVED: it was proposed and unanimously agreed to re-adopt the Equal Opportunities Policy without amendment.

f) Lone Working Policy – to consider recommendation from the Finance and Management Committee that the Town Council approves re-adoption of the Lone Working Policy without amendment.

RESOLVED: it was proposed and unanimously agreed to re-adopt the Lone Working Policy without amendment.

g) Payments

It was noted that DirectTec were now known as Apogee and that the Safetywise and Chubb Bullied invoices dated October and November 2020 had not previously been approved for payment.

RESOLVED: It was proposed and unanimously agreed that the July 2021 payment schedule for the Town Council be approved.

RESOLVED: It was proposed and unanimously agreed that the July 2021 payment schedule for the Donald Pither Trust be approved.

It was agreed that Philippa Biddlecombe would check the invoices against the payments and that Penny Steiner would execute the payments.

TC43 Exclusion of Press and Public.

RESOLVED: It was proposed and agreed unanimously that in accordance with the *Public Bodies Admissions To Meetings Act 1960, Section 1 (2)*, the press and public be excluded on the grounds that discussion of the following business would disclose confidential information.

TC44 Tuesday Market

The Town Council received an update on the management arrangements for the weekly market.

The meeting concluded at 20:47 hours.

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 next meeting of the Town Council will be held on Monday 16th August 2021 at 7:00pm. Any items for inclusion on the agenda should be forwarded to the Town Clerk by Thursday 5th August 2021.