



**Castle Cary Town Council**

The Market House

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**MINUTES OF CASTLE CARY TOWN COUNCIL MEETING**

**held on Monday 18<sup>th</sup> January 2021 at 7pm**

**DUE TO THE CORONAVIRUS CRISIS, THIS MEETING WAS HELD USING ZOOM**

**Present:** Judi Morison (Chair), Margaret Bebbington, Philippa Biddlecombe, Stephen Biddlecombe, Julian de Bosdari, Bob Gilbey, Kenneth Gray, Pek Peppin, Sally Snook, Penny Steiner, Rob Worth, Farès K Moussa

**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 7.18pm**

**2021**

**TC109 Apologies for absence**

Nick Crowley had sent his apologies for being unable to attend.

**TC110 Declarations of personal or pecuniary interests** - no Councillors had interests to declare.

**TC111 To approve the minutes of previous meetings of the Full Town Council, to be signed by the Chair at a later time.**

**a) Meeting of 14<sup>th</sup> December, 2020**

After it was pointed out that in the draft minutes Item TC100c) should be amended to include 'it was agreed that Sally would email Viridor again about attending an online meeting' and the phrase 'will be engaged to carry out' in Resolution TC106a) should be amended to 'will be invited to tender' the Clerk was instructed to correct the minutes accordingly.

**RESOLVED: It was proposed and unanimously agreed that the minutes as corrected be approved.**

**ACTION 210118/1: Town Clerk**

**TC112 Community Safety and Security update** – Sara Stevenson and Thelma Mead have both retired so the Neighbourhood Police Team now have one less Police Officer and PCSO. Henry Hobhouse has asked Avon and Somerset Police when Sara will be replaced. It was agreed that the Chair would write to Sara to thank her for her service to Castle Cary.

**ACTION 210118/2: Chair**

**TC113 To receive reports, updates and correspondence:**

**a) County Councillor:** Mike Lewis reported that COVID-19 is still creating significant additional work for SSSC and SCC. He suggested that the generic COVID number is displayed on the noticeboard. Decisions on applications to the Climate Emergency fund are being delayed for several months. SCC are putting £420,000 towards food allocation

for vulnerable children and families. He also reported that he noticed quite a lot of grit and mud on Station Road recently and suggested that it may be useful to remind the builders about their responsibility to keep the area clean.

- b) **District Councillors:** Kevin Messenger advised how impressed he was with the running of the Vaccination Centre in Wincanton.

Henry Hobhouse reported that SSDC had re-deployed most of the Democratic Services staff to help with the vaccinations so the decision had been taken to make Area East Committee an informal meeting with planning decisions being taken by the Chair, Vice Chair and Members. Following a question from Sally Snook, Henry Hobhouse confirmed that planning enforcement is now being undertaken.

- c) **Dimmer Liaison Group**

Sally Snook contacted Viridor again but there was no further update.

- d) **Government consultation on the Future of Transport – rural strategy**

It was agreed that the Chair, Town Clerk and Deputy Town Clerk would meet to look at this.

**ACTION 210118/3: Town Clerk**

- e) **Update on Key Objectives/Projects**

No updates reported.

- f) **To review action points from previous meetings**

No updates reported.

#### **TC114 Chairs' Report**

- a) **The Castle Cary Parish Charity**

**RESOLVED:** It was proposed and seconded that the Karin Hurd be nominated as a trustee to the Parish Charity. The proposal was unanimously agreed.

- b) **Date for the AGM of the Donald Pither Trust** - It was agreed to hold the AGM at 6.30pm on Monday 15 February. The Cricket Club and Football Club should be invited to the zoom meeting.

**ACTION 210118/4: Town Clerk**

- c) **To note correspondence received regarding the EAT Festival.** Noted

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

**TC115 Planning Committee & Neighbourhood Plan** – the Council received a report of the Planning Committee meeting of 11<sup>th</sup> January, the draft minutes of which have been published.

#### **TC116 Properties and Infrastructure Committee:**

- a) **Basketball hoop** - Philippa Biddlecombe reported that the decision had been taken to temporarily remove the basketball hoop whilst works are considered and completed.
- b) **Health and Safety policy** - Philippa Biddlecombe reported that Helen from Safetywise had agreed to complete the draft Health and Safety policy
- c) **Millbrook Hub** - The Council received an update on arrangements for using half of the building as a Food Sharing Hub. Judi Morison and Penny Steiner are working on the signage before submitting a Change of Use planning application.
- d) **Fairfield** – The Council received an update on the installation of a climbing fort. The contractors had provided a provisional start date of 1<sup>st</sup> March. A 50% deposit would be paid from earmarked funds.
- e) **Tree Strategy 2020-21** – It was agreed to setup a Sub Committee to discuss further and include as an item for discussion at the Annual Town meeting.

**ACTION 210118/5: Town Clerk/Chair**

#### **TC117 Marketing & Communication Committee**

- a) **Tourist leaflet** – the leaflet is progressing well and it is hoped that a draft copy could be circulated in advance of the February meeting.
- b) **Bookings** – Laura Tilling has taken on the bookings role temporarily. All bookings in January and February have been cancelled and bookings in March will be reviewed in February.
- c) **Market** – the Tuesday market is running in accordance with current Government guidance.
- d) **Recruitment of Marketing and Communications Administrator** – recruitment to this post will be reviewed subject to the COVID situation.

#### **TC118 Finance and Management Committee**

- a) **Market House: appointment of specialist architect**  
**RESOLVED:** It was proposed and unanimously agreed that Architecton would be offered the contract for the specialist work on the Grade II\* Listed Building.
- b) **Precept 2021-22.**  
**RESOLVED1:** It was proposed and unanimously agreed that the precept would be increased by 4.24%.
- c) **Payments -**  
**RESOLVED:** It was proposed and unanimously agreed that the January 2021 payment schedule for the Town Council be approved.  
**RESOLVED:** It was proposed and unanimously agreed that the January 2021 payment schedule for the Donald Pither Trust be approved.  
It was agreed that Margaret Bebbington would check the invoices against the payments and that Penny Steiner would execute the payments.

The meeting concluded at 20.48 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 15<sup>th</sup> February 2021 at 7:00pm. Any items for inclusion on the agenda should be forwarded to the Town Clerk by Thursday 4<sup>th</sup> February 2021.**