



Castle Cary Town Council

The Market House

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MINUTES OF CASTLE CARY TOWN COUNCIL MEETING

held on Monday 15th February 2021 at 7pm

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

Present: Judi Morison (Chair), Margaret Bebbington, Philippa Biddlecombe, Stephen Biddlecombe, Nick Crowley, 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)

19:00 – Open session

The meeting started at 7.09pm

2021

TC122 Apologies for absence

No apologies had been received.

TC123 Declarations of personal or pecuniary interests - no Councillors had interests to declare.

TC124 To approve the minutes of the Town Council Meeting held on Monday 18th January and the Extraordinary Meeting held on Monday 8th February, 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 18th January and Monday 8th February are approved.

TC125 Community Safety and Security update – a report from PCSO Tim Russell had been circulated to Town Councillors in advance of the meeting and it was reported that PCSO Megan Day is now covering the Castle Cary area.

TC126 To receive reports, updates and correspondence:

- a) County Councillor:** Mike Lewis reported that the COVID R rate in Somerset is now lower than Devon and Cornwall and Wiltshire. There has been some communication regarding highways issues in the town and it was suggested that a separate meeting may be needed to discuss these issues. Following a question from Sally Snook, Mike agreed to follow up with SCC Highways and find out when the road closure that was due to start this week would be happening. Judi Morison expressed her thanks to SCC for the information made available regarding COVID-19.
- b) District Councillors:** Henry Hobhouse reported that 150 SSDC staff are now manning vaccination points. Following a previous request from Pek Peppin, Henry confirmed that there is some empty space on the 1st floor of the Flax Mills. Following a question from Sally Snook, Henry gave an update on the phosphate issues and reported that an item would be discussed at SSDC's Full Council meeting on Thursday to agree a phosphate calculator.

Kevin Messenger re-iterated that there are a significant number of SSDC staff who have been re-deployed to assist with the roll out of the COVID vaccinations so some patience may be needed when dealing with SSDC services. He congratulated Milbrook Surgery on all their hard work. The Chair expressed her thanks to SSDC staff and it was agreed that she would write to Milbrook Surgery to thank and congratulate them on their work. Kevin also congratulated Phillipa Biddlecombe on the stile that had been repaired.

ACTION 210215/1: Chair

c) Dimmer Liaison Group

It is hoped to arrange a meeting once the restrictions have been removed but there was no further update.

d) Update on Key Objectives/Projects

No updates reported.

e) To review action points from previous meetings

No updates reported.

TC127 Chairs' Report

a) SSDC stickers for external rubbish bins – SSDC will be stickering litter bins across the district with a 'Do your bit so it doesn't end up in the tip' message.

b) Census information – the census is taking place this year and publicity material will be going out to encourage residents to participate.

c) Community Larder – update – A planning application has been submitted and is pending a decision. Volunteers are completing their Level 2 Food Hygiene course and Mark Hutton has been recruited as the Lead Volunteer for the Community Larder.

d) Transport Strategy – to consider proposal to form a Working Group to make recommendations to the Properties and Infrastructure Committee to take objectives forward.

RESOLVED: It was proposed and unanimously agreed to form a Working Group comprising CCTC and members of the public.

It was agreed that the Chair would arrange the first meeting of the Working Group.

ACTION 210215/2: Chair

e) Correspondence – to note

i) Letters regarding the Post Office - noted. Nick Crowley agreed to follow up and find out when the Post Office is closing and the alternative arrangements that are being put in place.

ACTION 210215/3: Nick Crowley

ii) Letter regarding the basketball hoop - noted.

iii) Letters regarding the EAT Festival - noted. It was agreed to wait for the Government announcement on 22 February and the outcome of the Safety Advisory Group meeting on 11 March.

iv) Speed concerns from a resident - noted. Sally Snook advised that members of the community could form a Speed Watch Group. Kevin Messenger reported that SLR are looking into providing Chapter 8 training for their staff which may help with some of the Highways issues when installing Speed Indicator Devices.

Committee Reports, Recommendations & Progress on Major Projects

TC128 Planning Committee & Neighbourhood Plan – the Council received a report of the Planning Committee meeting of 1st February, the draft minutes of which have been published.

TC129 Properties and Infrastructure Committee:

a) Basketball pitch - Philippa Biddlecombe reported that the basketball pitch is still out of use whilst the perimeter fencing and Astro Turf are looked at.

- b) **Health and Safety policy** - Philippa Biddlecombe reported that the Health and Safety Sub Committee have met and are moving forward with the policy and actions.
- c) **Play area** – works have started to install the zip wire and swings and to remove the Gyro Spira and make the area safe in preparation for the replacement equipment to be installed in May.
- d) **Horse Pond** – the Council received an update on the proposed fountain. The Volunteer group are now looking at other design ideas to take forward for consultation. Philippa Biddlecombe reported that The Newt have arranged for experts to look at the sluice.
- e) **Footpaths to the Newt** – the Council received an update following a meeting with The Newt who are amenable to ideas to improve the footpaths. It was agreed to request information about their tree management plan.
- f) **Drinking Fountain** – discussions have started and options are now being thought through for ideas to be presented in due course.
- g) **Market House project** – the Council received an update on the progress of the project. A discussion document previously circulated has received positive feedback so far. A funding application has been submitted to SSSC's Market Town Investment Group (MTIG) and it is hoped that a meeting with Historic England will take place during the next week.

TC130 Marketing & Communication Committee

- a) **Tourist leaflet** – the Council received an update on the tourist leaflet and Penny Steiner reported that she is hoping to get a revised copy by the end of the week for final proof reading.
- b) **Bookings and management of bookings** – Laura Tilling is overseeing the bookings temporarily. It was agreed to wait for the Government announcement on 22 February to agree the way forward.
- c) **Website** – Penny Steiner reported that the website needs attention and this would be discussed further by the Marketing and Communications Committee.

TC131 Finance and Management Committee

- a) **Budget year to date summary** - noted
- b) **Earmarked funds date deadline** – it was agreed that projects requiring earmarked funds would be discussed at the Finance Committee meeting on Tuesday 6 April.
- c) **Payments** -
RESOLVED: It was proposed and unanimously agreed that the February 2021 payment schedule for the Town Council be approved.
RESOLVED: It was proposed and unanimously agreed that the February 2021 payment schedule for the Donald Pither Trust be approved.
 It was agreed that Farès K Moussa would check the invoices against the payments and that Judi Morison would execute the payments.

The meeting concluded at 20.41 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 15th March 2021 at 7:00pm. Any items for inclusion on the agenda should be forwarded to the Town Clerk by Thursday 4th March 2021.