



**Castle Cary Town Council**

The Market House

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**MINUTES OF CASTLE CARY TOWN COUNCIL MEETING**

**held on Monday 21<sup>st</sup> June 2021 at 7pm**

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

**In attendance:** Lisa Davis (Clerk)  
Henry Hobhouse (District Councillor)  
Kevin Messenger (District Councillor)  
Mike Lewis (County Councillor)  
Andrew Kerby – Gigaclear  
Dominic Salaman - Gigaclear  
Four members of the public

**19:00 – Open session**

Vyv Simpson, Cary Amateur Theatrical Society (CATS) gave an overview of the work and achievements of the group and provided an update on the emergency repairs needed to their store.

**The meeting started at 19:14**

**2021**

**TC28 Apologies for absence**

Margaret Bebbington had sent her apologies for being unable to attend.

**TC29 Declarations of personal or pecuniary interests** - no Councillors had interests to declare.

**TC30 To approve the minutes of the Annual Meeting held on Monday 17<sup>th</sup> May to be signed by the Chair at a later time.**

**RESOLVED: It was proposed and unanimously agreed that the minutes of the meeting on Monday 17<sup>th</sup> May are approved.**

**TC31 To nominate and elect a Vice Chair**

One nomination was put forward but was not accepted.

**TC32 Gigaclear**

The Council received a presentation from Gigaclear about the rollout of ultrafast fibre in Castle Cary.

**TC33 Community Safety and Security update**

An update report was circulated from the PCSO.

**TC34 To receive reports, updates and correspondence:**

- a) County Councillor:** Mike Lewis reported that there had been an increase in COVID cases within Somerset. He stressed the importance of encouraging people to protect themselves and others.
- b) District Councillors:** Henry Hobhouse gave an update on the recent fire at Dimmer. In response to a query at the previous meeting Henry confirmed that the District Council

Poll that was recently completed cost £390,000 with SSDC contributing £90,000. Over 25% of people voted and the majority were in favour of two Unitary Councils.

- c) **Dimmer Liaison Group** The first face to face meeting of the Liaison Group would take place on 25 June. Mike Lewis would be representing Sally Snook.
- d) **Update on Key Objectives/Projects**  
A joint meeting with Ansford Parish Council had taken place
- e) **To review action points from previous meetings**  
No updates reported.

**Henry Hobhouse left the meeting at 19:51**

#### **TC35 Chairs' Report**

- a) **To note the change of date of the Annual Town Meeting** – the Annual Town Meeting would now take place on Tuesday 27<sup>th</sup> July at Caryford Hall.
- b) **To receive an update about the Town Council vacancy** – Judi Morison thanked Steve Biddlecombe for everything he did and for being a fantastic Town Councillor. Unfortunately there had been no expressions of interest for the vacancy to date.
- c) **To consider cancellation of the Full Council meeting in August** – Penny Steiner requested an Extraordinary MCC meeting to be held on 2<sup>nd</sup> August so it was agreed to hold the Full Council meeting in August to discuss the specification for the new website.

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

**TC36 Planning Committee & Neighbourhood Plan** – the Council received a report of the Planning Committee meeting of 7<sup>th</sup> June, the draft minutes of which have been published.

**TC37 Properties and Infrastructure Committee** – the Council received a report from Properties and Infrastructure Committee.

**TC38 CCTV – to consider quotes for CCTV at the Market House**

**RESOLVED:** it was proposed and agreed 8 (for) – 1 (abstained) – 0 (against) to accept the quote from SES

**Action 210621/1: Town Clerk**

**TC39 Bollards outside The Market Garden – to consider proposal to re-position or remove two of the bollards outside The Market Garden.**

Philippa Biddlecombe gave an update on the access issues that had been reported and a discussion with the owner of The Market Garden.

**RESOLVED:** it was proposed and agreed 7 (for) – 2 (abstained) – 0 (against) to re-position the bollards closer to the kerb

**Action 210621/2: Town Clerk**

**TC40 Marketing & Communication Committee** - the Council received a report from Marketing and Communication Committee.

**TC41 Fun on the Field event – to consider proposal to purchase 4,500 bulbs to be given out at the Fun on the Field event that is taking place in August.**

**RESOLVED:** it was proposed and agreed 8 (for) – 1 (abstained) – 0 (against) to purchase bulbs to be given out at the Fun on Field event in August

**TC42 Finance and Management Committee**

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

- b) **Internal Audit and Annual Governance and Accountability Return - To receive an update on the Internal Audit and Annual Governance and Accountability Return for 2020/21 and agree any action to be taken.**

The Town Clerk gave an update on the Internal Audit testing and completion of the Annual Governance and Accountability Return.

- c) **Grant application from Cary Amateur Theatrical Society (CATS) – to consider grant application from CATS**

**RESOLVED:** It was proposed and unanimously agreed to award £150 and to look at the budget to consider a larger amount at the next Finance Committee meeting on 12<sup>th</sup> July.

- d) **Grants Policy – to consider recommendation from the Finance and Management Committee that the Town Council approves re-adoption of the Grants Policy without amendment.**

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

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

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

- f) **Community Engagement Policy – to consider recommendation from the Finance and Management Committee that the Town Council approves adoption of the Community Engagement Policy.**

**RESOLVED:** it was proposed and unanimously agreed to adopt the Community Engagement Policy.

- g) **CCTV Maintenance agreement – to consider the renewal of the annual CCTV maintenance agreement with SES.**

**RESOLVED:** It was proposed and unanimously agreed to renew the annual CCTV maintenance agreement with SES.

- h) **Fixed Asset Register – to approve the Fixed Asset Register for 2020/21**

**RESOLVED:** It was proposed and unanimously agreed to approve the Fixed Asset Register for 2020/21

- i) **Payments**

**RESOLVED:** It was proposed and unanimously agreed that the June 2021 payment schedule for the Town Council be approved subject to the Town Clerk clarifying the contract terms for the Market House website and the electricity usage for the Market House.

**RESOLVED:** It was proposed and unanimously agreed that the June 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 Judi Morison 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 Apple Day**

Proposal for the Town Council to consider Apple Day as a town event.

**RESOLVED:** It was proposed and unanimously agreed that Apple Day would be a town event and payment would be offered as appropriate for the management of the food stalls.

The meeting concluded at 21:06 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 19<sup>th</sup> July 2021 at 7:00pm. Any items for inclusion on the agenda should be forwarded to the Town Clerk by Thursday 8<sup>th</sup> July 2021.**