Chard Town Council

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Mayor: Cllr Mrs. Jenny Kenton Town Clerk: Sarah Robson MILCM

COUNCIL MINUTES

Minutes of the Guildhall & Amenities Committee meeting of Chard Town Council held on Monday 7th April 2014 in the Town Hall at 7:30 pm

Present: **Councillors:**

D Bulmer (Chair)
M Dowell
Mrs. S Dowell
G Forsyth
G Shortland

In Attendance:
Sarah Robson – Town Clerk
Tony Head – Parish Paths Liaison Officer

There were no members of the public or members of the press present

PUBLIC PARTICIPATION

A letter was read on behalf of the Town Team to request permission to use Jocelyn Park for a festival fun day in June. The request will be made to Full Council for a formal decision to be made and for funding to put on the event.

14. Apologies for absence and to consider whether to approve reasons given.

Councillors A Kenton & Mrs. C Morrison – Conflicting Appointment
Councillor A Prior – Holiday
Councillors Ms. S Pittwood & Mrs. J Kenton - Illness

RESOLVED: to accept the apologies and approve the reason given

15. Declarations of Interest on items on the Agenda - Members to declare any interests they may have in agenda items that accord with the requirements of the Local Authorities (Model Code of Conduct) Order 2007 SI No.1159.

None declared

16. **To resolve to exclude members of the press and public** - To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted Public Bodies [Admission to Meetings] Act 1960

The Clerk requested that Agenda Item # 26 be withdrawn as there were no items of Commercial in Confidence.

The Chairman requested that agenda item #27 be heard in closed session as issues of confidence in relation to staffing matters were to be reported on.

Proposed: Councillor Bulmer Seconded: Councillor Mrs. Dowell
Unanimous

RESOLVED – that agenda item # 27 'Staff in Confidence' be treated as confidential and be dealt with after the Public (including the Press) have been excluded.

17. **Guildhall & Amenities Committee Meeting - Minutes** - To confirm and sign the minutes of the previous meeting held on Monday 3rd February 2014.
LGA 1972, Sch 12 para41 (1).

RESOLVED – that the minutes of the Guildhall & Amenities Committee Meeting held on Monday 3rd February 2014 be signed as a correct record.

18. **Action Review Summary** – to receive and review outstanding actions

Photo Voltaic Panels
A meeting with the Conservation Officer from SSDC has been arranged to consider the recommendations from English Heritage prior to making an application to the Local Planning Authority.

Guildhall Facade
The repairs have been scheduled for week commencing 28th April. It has been necessary to wait until the weather has improved to allow the lime mortar to set.

Quinqennial Report
No further progress

Allotment Rentals
A report to Members with recommendations will be forwarded for discussion at the next meeting.

Allotment Markers
The markers have now been received and will be installed at the site shortly.

Ward Walks
On hold pending the start of the new Operations Manager.

Bus Shelters
No further progress

RESOLVED – to note the report

19. Guildhall Administrator's Report

RESOLVED – to note the report

20. To receive verbal report and update on work by the Parish Path Liaison Officer.

Mr. Head reported three safety concerns that Somerset County Highways be asked to look at on the grounds of safety.

Elisabeth Way/Redstart School – the pathway has been eroded by the winter storms, this now presents a trip hazard. SCC has been notified of the damage and will include it in their programme of works.
Crimchard – the steps set in the embankment are dangerously located and it is recommended that these steps are left to become overgrown to discourage people using them.
Touchstone Lane/A30 the exit is on a blind bend and is considered dangerous as there is no pedestrian footpath at this location.

Other issues were brought to Members' attention which are being pursued by the Ranger at SCC.

Access to Snowdon Park was raised as there is limited access for disabled people and most points are unsuitable for use. It was agreed that an approach by the Town Council to SSDC should be made to request some action be taken.

The Chairman thanked the Parish Paths Liaison Officer for the work he has done, the Members expressed their appreciation.

8.00pm Mr. Head left the meeting

21. To consider the introduction of further partnership working with SSDC and the introduction of Community Payback Work Groups.

The Members debated the report that had previously been circulated and agreed there would be benefits in working with the Probation Services in assisting offenders to gain new skills whilst doing their community service. This would also provide additional assistance to the Amenities Team that has been short staffed since September. It would be envisaged that litter picking, graffiti removal, painting, cleaning the town centre would all form part of the allocation of work if approved.

Proposed: Councillor Bulmer Seconded: Councillor Forsyth
Unanimous

RESOLVED – to recommend to Full Council the introduction of the Community Payback Scheme for a trial period of four weeks on a one day a week basis at a maximum cost of £100.00 per day from the Payroll Budget. In addition to give delegated authority to the Town Clerk in conjunction with the Chairman of the Guildhall & Amenities Committee to approve the continuation of the scheme if after a review the scheme proves successful.

22. To receive request from Marshall Herbert to use Stringfellow Park for fairs and approve level of charge for 2014 and review conditions of use.

Members considered the request to hold a May Fair and one in October on Stringfellow Park.

Proposed: Councillor Forsyth Seconded: Councillor Mrs. Dowell
Unanimous

RESOLVED – to approve the request for the two fairs in May and October and set the charge with an increase of 2% on the 2013 Contract.

23. To approve recommendation to Full Council of expenditure of £2000.00 by Town Clerk under delegated authority for the order of a second hand trailer from General Reserves.

The Chairman reported to Members that the current trailer is unsuitable for the new machinery that was purchased last year. A local dealer has a two axle trailer suitable for use with the gang mower and the digger that will shortly be available.

Proposed: Councillor Bulmer Seconded: Councillor Shortland
Unanimous

RESOLVED - to approve recommendation to Full Council for expenditure of £2000.00 by Town Clerk under delegated authority for the order of a second hand trailer from General Reserves.

24. To review and approve the charge for the provision of hanging baskets for 2014.

Members reviewed the pricing structure that had been in place since 2012 and recognised the need to try and maximise sponsorship for the scheme to ensure it continues to remain viable. It was noted that although the take up had been slightly down in 2013 this was due in part to the closure of shops that had previously purchased hanging baskets.

Proposed: Councillor Bulmer Seconded: Councillor Dowell
Unanimous

RESOLVED - to approve a zero increase in the charges for hanging baskets for 2014.

25. Correspondence for consideration and response;

i) Request to use Town Council land at the rear of the Museum for camping in July

Members expressed concern about setting a precedent if this request was approved. There were issues of liability, risk and insurance that were considered and it was unanimously agreed to deny the request.

26. Item withdrawn

27. In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item #16 above refers) Staff in Confidence

Operations Manager Update
Members were advised that following the interviews the previous week a new Operations Manager has been appointed within the approved salary scale of SCP 30-34. The starting date has yet to be finalised.

RESOLVED – to note the report and receive the information.

There being no further business the meeting finished at 8.45 pm.