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Minutes of a Meeting of **Shepton Mallet Town Council's Open Spaces Committee** held in the Asham Committee Room at Mendip District Council Offices on **Tuesday 25<sup>th</sup> February 2020 at 7.00pm.**

**Present:** Councillors E Hobbs (Chairman), G Mayall, C Inchley and G Kennedy.

**In attendance:** C Starkie, Town Clerk

**Public and Press:** 5 members of the public.

**Public Question Time:** There was no public question time.

**OS3.1 To receive any apologies for absence**

Apologies received from Councillors Height, McGuire, Frapple and Tolson.

**OS3.2 To receive any declarations of interest in matters on this agenda**

There were no declarations of interest.

**OS3.3 Chairman's Announcements**

There were no announcements.

**OS3.4 To receive and approve the Minutes of the Open Spaces Committee Meeting held on Tuesday 15<sup>th</sup> October 2019**

Councillors accepted the minutes of the previous meeting as a true record of proceedings.

**Resolved that:**

The minutes be signed by the Chairman.

**OS3.5 To Receive the updated Allotment Officer's Report**

The Chairman informed the meeting that as a formal complaint had been received from an allotment holder about the proposed installation of water troughs at Hitchen Lane, the Allotments Officer report would not be presented while the complaint was being investigated in accordance with the Complaints Procedure.

**Resolved that:**

The report be presented at a future meeting.

**OS3.6 To receive a report from the Town Clerk on Operational Updates**

The Town Clerk presented a report outlining the matters that had been resolved recently in town, including the market cross fountain, graffiti damage, installation of litter and dog bins, a report from the Parish Paths Liaison Officer and details of a community litter pick.

SIGNED: ..... (CHAIRMAN) DATE:.....

**Resolved that:**

The report be noted.

**OS3.7 Snowdrop Festival Grant**

A representative from the Snowdrop Festival gave feedback on the recent festival, which, despite storms impacting on some of the infrastructure, was a great success. They were thankful that Cabbages and Roses had offered them the use of their shop as a base, instead of a marquee that could not be erected. Councillors showed their appreciation to the Festival for another successful event.

The Snowdrop Festival were thankful of the grant of £4,000 that the council has given them, but pointed out that because the marquee was not used this year that an element of the grant, £1,500, remained. The Snowdrop Festival were planning to undertake some heritage projects, in particular the restoration of the obelisk on the grave of James Allen, in the cemetery. There were intending to actively fund raised, but wished to ask the council if it would consider the festival retaining the £1,500 and putting it towards its fundraising efforts. It was discussed and councillors agreed that the Snowdrop Festival can retain the £1,500 as an investment towards the restoration of the Obelisk.

**Resolved that:**

A letter of thanks be sent to Cabbages and Roses, to thank them for supporting the Snowdrop Festival.

That the Town Clerk write to the Snowdrop Festival to inform them that the underspend of £1,500 can be retained by them and put towards the restoration costs of the obelisk on James Allen's grave.

*Four members of the public left the meeting.*

**OS3.8 Skateboard Park**

The Town Clerk informed the meeting that Councillor Matt Harrison had made a proposal to organise a Skate Jam at the town's skateboard park on Saturday 18<sup>th</sup> July 2020.

The event to be managed by a professional skate board event company, at a cost of £1,400. The Clerk informed the meeting that she was seeking financial collaboration with the NASS Festival Foundation as well as considering other options, including skateboarding demonstrations.

Councillors considered the proposal and requested that the Football Club be notified to ensure there were no date clashes and that the YMCA to invited to participate. This event would coincide with the Love Your Park week and councillors were requested to support it.

**Resolved that:**

Councillors delegate responsibility to the Town Clerk and Councillor Matt Harrison to arrange the event. That a budget of £2,000 be allocated to the event, with surplus funds from the event being invested in Love Your Park week.

SIGNED: ..... (CHAIRMAN) DATE:.....

**OS3.9 Notice board and Defibrillator at Tadley Acres**

The Town Clerk informed the meeting that there had been separate requests for the provision of a defibrillator (or contribution towards the cost) in Tadley Acres, as well as a community notice board.

After a discussion it was agreed that the Town Council would contribute towards the cost of installation of defibrillators, but that if any community wishes to install a defibrillator in their neighbourhood, community fundraising would be a more appropriate method. There were several housing estates in town and it would be more appropriate for the community to fundraise, and involve the council with installation.

It was agreed that a noticeboard in Tadley Acres would encourage community engagement, but that the noticeboard would be added to the overall plan to improve signage and street furniture in town and Collett Park.

**Resolved that:**

The Town Council provide a grant of up to £200 towards the installation costs of defibrillators in Shepton Mallet, and to partner with community groups who wish to undertake their own fundraising for a defibrillator.

The request for a noticeboard in Tadley Acres be added to the list when the signage audit is underway.

**OS3.10 Town Clock**

The Town Clerk presented a report to Councillors to highlight the fact that the Town Clock was a poor time keeper. It was an expensive asset to maintain and councillors were presented with three options:

- Repair the Clock at a cost
- Do nothing
- Remove the hands, or set the hands to midday
- Remove the clock

After a discussion it was agreed that whilst the clock enhanced the street scene and would be missed, that as a time piece it served very little purpose and it was not a wise investment to continue to carry out repairs. Instead, the hands could be set to midday and the power supply removed.

**Resolved that:**

Arrangements be made for the town clock to be neutralised, with the hand set to midday.

**OS3.11 Festive Lighting Scheme – 2020-2022**

The Town Clerk explained that it was necessary to form a Working Party to consider the tender process and arrangement for a new contract for the Festive light for the next 3 years.

**Resolved that:**

A working party be formed to consist of Councillors Mayall, Hobbs and Kennedy, (with Cllr Inchley as the substitute) to hold 2 meetings to agree the way forward for the festive lights.

**OS3.12 Financial Position**

Councillors received a report from the Town Clerk which outlined the current financial position of the committee along with committed expenditure up to year end. It was agreed that if there were any surpluses in committee budget lines at year end (after accruals and prepayment had been calculated) that these funds to be placed in the Town Improvements Earmarked Funds.

**Resolve that:** Any surpluses in the committee budgets at yearend be placed in the Town Improvements Earmarked Fund.

**OS3.13 Date and time of next Meeting – 7pm, Tuesday 28<sup>th</sup> April 2020.**

The meeting closed at 2010hrs.