



TOWN COUNCIL OFFICES
1 PARK ROAD
SHEPTON MALLET
BA4 5BS

01749 343984
Email: info@sheptonmallet-tc.gov.uk
www.sheptonmallet-tc.gov.uk

Minutes of the **People and Promotion Committee** meeting of Shepton Mallet Town Council that was hosted on Zoom on **Tuesday 3rd November 2020 at 7pm.**

Present: Councillors Hale, Kayum, Kennedy, Lovell, Mayall and O'Connor (Chair)

In attendance: C. Starkie, Town Clerk
L. Evans, Assistant Town Clerk/RFO
T. Jessop, Projects Officer

Public and Press: One member of the public and two representatives from the Somerset Activity and Sports Partnership and the Schools Engagement and Community Officer from Avon and Somerset Constabulary attended.

Public Question Time

There was no public question time.

PP1.1 Nomination for the position of Chair

Cllr O'Connor proposed himself as Chair and was seconded by Cllr Hale with all in favour. Cllr O'Connor took the chair.

Resolved that:

Cllr Tim O'Connor be the Chair of the People and Promotion Committee.

PP1.2 Nomination for the position of Vice Chair

Cllr Mayall proposed himself as Vice Chair and was seconded by Cllr Kennedy with all in favour.

Resolved that:

Cllr Mayall be the Vice Chair of the People and Promotion Committee.

PP1.3 Apologies for absence

Apologies received from Cllrs Faith and McGuire.

Signed:(Chair) Date:

PP1.4 Declaration of interest of matters related to this agenda
 Declarations of interest were received from Cllr O'Connor in matters related to the arts and Cllr Lovell whose wife is a director of the 7 Starlings.

PP1.5 Chair's Announcements
 Cllr O'Connor said that he was looking forward to working with staff and councillors in the coming months.

PP1.6 Proposed dates going forward
 Tuesday 8th December 2020, Tuesday 2nd March 2021, Tuesday 4th May 2021.

Resolved that:
 These dates be accepted as the agreed dates for the next few months.

PP1.7 Town Plan Report
 Councillors received a written report from the Project Officer outlining this committee's areas of responsibility in the Town Plan. There was a discussion on the need to set SMART targets, to ensure that projects are deliverable within the budget and staffing resources and that output is monitored.

Resolved that:
 Councillors remind themselves of the commitments made in the town plan

PP1.8 To receive a presentation by Jane Knowles of Somerset Activity and Sports Partnership (SASP) and Penny Hall, Schools Engagement & Community Officer at Avon and Somerset Constabulary.
 Councillors received a presentation on the work carried out by SASP with the SE&CO and others locally with regards to young people, in particular vulnerable young people with complex needs. Councillors were requested to be aware of the many issues that face young and vulnerable people and to work to address the inequalities that they face and work to ensure that they are given opportunities and support.

PP1.9 To consider the budget for 2021-22
 Councillors received a budget proposal for 2021-22 from the RFO as below:

	2020/2021 Budget	2020/2021 Available balance	Proposed Budget 2021/2022
Tourism	£6,000	£6,000	£15,000
Art projects	£0	£0	£10,000
Community Projects	£0	£0	£15,000
Events	£5,400	£5,400	£5,500
Total		£11,400	£45,500

After a brief discussion around the Tourism budget, it was agreed to accept the above proposal.

Resolved that:

The above budget of £45,500 be proposed as the People and Promotion Committee budget for 2021-22 and a recommendation be made to the Policy and Resources Committee to include it in the overall budget.

PP1.10

Tourism report

Councillors received a written report from the Project Officer regarding a proposed tourism strategy that was being developed. Specifically, the strategy addressed taking on tourism in the future as a business function and continuing to develop a strong relationship with the Mendip Strategic Tourism Group and local tourist facilities. This was linked the rebranding of the town council which was underway. The proposal was to nominate a lead councillor to work with officers as the strategy is developed. After a discussion it was agreed that Councillor Lovell act as the lead councillor for the tourism function.

Resolved that:

Councillor Lovell be the tourism lead councillor, to receive regular updates from the Town Clerk and Project Officer on the Mendip Strategic Tourism Group, and to act as a councillor representative in between committee meetings.

PP1.11

Arts proposal report

Councillors received a written report from the Project Officer regarding this committee's arts budget. A proposal was made that a small working party be formed that consider arts projects in advance of the meeting in March 2020. The Town Clerk informed the meeting that a working party council also consists of non-councillors and that they might wish to invite others to a future meeting.

Resolved that:

An Arts Working Party be formed with the purpose of making a recommendation to this committee on arts projects and initiatives to be funded by the committee via its arts budget.

The working party to consist of Cllrs Mayall, O'Connor, Kayum, Hale, Lovell (when required), and to consider inviting Jude Jackson (Markets Organiser) to become a member.

PP1.12

Committee Terms of Reference

Councillors received a written report from the Town Clerk containing the proposed Terms of Reference for this newly formed committee. Subject to minor amendments (typos) for the proposed Terms of Reference to be agreed and incorporate into Standing Orders.

Resolved that:

Councillors agreed the Terms of Reference and delegated authority to the Town Clerk to revise Standing Orders to incorporate this new committee and its TORs.

PP1.13

Library refurbishment

Councillors received verbal updates from Cllr Hale and the Project Officer on the progress of the library refurbishment. It was intended that the refurbishment of the library will take place in Spring 2021, and that the library will have extended opening hours each day and on a Saturday and that the library will be closed to the public on a Wednesday but this time will be an opportunity for the

library staff to undertake outreach work in the community, and for the 7 Starlings to use this time to engage with community groups in the library.

PP1.14 **Date of next Committee meeting**

The next meeting of the council will be held on Tuesday 8th December 2020.

The meeting closed at 20:50