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# A MEETING OF THE FULL TOWN COUNCIL

[Link to Agenda here](#)

**Held on:** Tuesday, 21 March 2023 at 7 pm. Council Chamber, Mendip District Council Offices, Shepton Mallet, BA4 5BT

**Members Summoned and Present:** All Councillors; Berkeley, Brittain, Crisfield, Ducker, Hale, Harrison (Chair), Hobbs, James, Kennedy, Lovell, Makin, Mayall (Vice-Chair), McGuire, Roth & Stokes-Stephens

**Absent:** Councillor Nicklin

**Officers Present:** Claire Commons, Town Clerk, Becky Kingston-Wood, Democratic Support.

**In attendance:** Members of the public (6). Representative from Carroll Environmental and Mendip District Council.

## Public Question Time

Members of the public were invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern, the following matters were raised.

- 🗣️ **Wayfinding Signs** - Objection that the replacement sign at St Peter Street and Church Lane is a tourist sign rather than a road sign, not signposting the houses location correctly.
- 🗣️ **Leisure Centre** - A request for an update on the current position with the leisure centre.

The meeting commenced at **07:12 PM**

# MINUTES

## TC8.1 Apologies

- Officer report TC8.1 was received and it was **RESOLVED** To accept apologies for absence from Cllr J Nicklin due to a conflicting personal engagement.

ACTION: TOWN CLERK

## TC8.2 Declarations of Interest

- Officer report TC8.2 was received, all councillors were reminded of their duty to declare any interests in the business to be transacted and it was **NOTED** that Cllr Stokes-Stephens declared an interest in Item TC8.9 due to personal friendships. (*Financial provision - 0*)

## TC8.3 Minutes

- Officer report TC8.3 was received and it was **RESOLVED** that the minutes of Tuesday, 14 February 2023 be approved for signing as a true record of the decisions taken. (*Financial provision - 0*)
- It was **RESOLVED** that the minutes of Tuesday 24th January 2023, be approved for signed subject to Include Inclusion of clarifying Information relating to the leisure centre.

ACTION: TOWN CLERK

**TC8.4 Community Presentations**

- a. Officers received and **NOTED** a [presentation](#) from Alison Carrol of Carroll Environmental and Gavin Fear from Mendip District Council.

**TC8.5 Officer Report to the Committee**

- a. Officer report TC8.5 was received and it was **NOTED** *(Financial provision - 0)*

**TC8.6 Committee Reports to Full Council**

- a. Officer report TC8.6 was received and it was **NOTED** *(Financial provision - 0)*
- b. It was **RESOLVED** that Councillor Hobbs be the reserve independent councillor to undertake occasional quarterly checks on the financial records and sign bank reconciliations and statements and report this activity back to the Policy and Resources Committee. *(Financial provision - 0)*

ACTION: TOWN CLERK

**TC8.7 Calendar of Meetings**

- a. Officer report TC8.7 was received and it was **RESOLVED** to remove the current scheduled May 2023 meetings from the diary and adopt the calendar of meetings for the municipal year 2023-2024. *(Financial provision - 0)*

ACTION: TOWN CLERK

**TC8.8 Flexible use of a unit in the Highstreet**

- a. Officer report TC8.8 was received and it was **RESOLVED** to provide a letter of support for Interim Spaces in relation to a retail Incubator and hire space for Shepton Mallet. *(Financial provision - 0)*

ACTION: TOWN CLERK

**TC8.9 Collett Park Cafe**

- a. Officer report TC8.9 was received and it was **RESOLVED** to enter confidential session for commercial confidentiality relating to a lease. *(Financial provision - 0)*
- b. It was **RESOLVED** to engage the Council’s solicitor to amend the terms of the new lease, delegated to the Town Clerk all details in discharging this decision. *(Financial provision – within Clerk’s delegated authority, Legal and Professional)*

ACTION: TOWN CLERK

ACTION: TOWN CLERK

There being no further business, the meeting was closed at 08:56PM

These minutes were adopted on enter date. under minute reference enter ref. as a true record of the decisions taken and are duly signed below by the chair of that meeting.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_