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# A MEETING OF THE RECREATION, AMENITIES & ENVIRONMENT

[Link to Agenda here](#)

**Held on:** Tuesday, 14 November 2023 at 7 pm. The Committee Room, Council Offices, Shepton Mallet, BA4 5BT

**Members Summoned and Present:** RAE Cllrs: Berkeley (Vice-Chair), Harrison, Kennedy (Chair), McGuire and Mayall

**Absent:** Cllrs: Nicklin, Roth and Hobbs

**Officers Present:** Paula Robertson, Assistant Town Clerk (Planning and Amenities) and Becky Kingston-Wood, Democratic Support Assistant

**In attendance:** Press (0), Members of the public (0).

## 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.

The meeting commenced at **7:00 PM**

## MINUTES

### RAE4.1 Apologies

- Officer report RAE4.1 was received and it was **RESOLVED** To accept apologies for absence from Cllr J Nicklin due to a conflicting personal engagement. Cllr K Roth due to a conflicting business engagement.
- Cllr E Hobbs was noted as absent.

ACTION: TOWN CLERK

### RAE4.2 Declarations of Interest

- Officer report RAE4.2 was received, all councillors were reminded of their duty to declare any interests in the business to be transacted and it was **NOTED** that there were no declarations made (*Financial provision - 0*)

### RAE4.3 Minutes

- Officer report RAE4.3 was received and it was **RESOLVED** that the minutes of Tuesday, 26 September 2023 be approved for signing as a true record of the decisions taken. (*Financial provision - 0*)

ACTION: TOWN CLERK

Cllr Kennedy read the following statement:

Somerset Council's Monitoring Officer has determined that a town councillor displaying a political campaign T-shirt or sweatshirt in our meetings is a breach of the Code of Conduct which we have all signed and agreed to comply with. Therefore I wish to have it minuted that Cllr McGuire is still wearing her branded campaign clothing. This has been determined by the Monitoring Officer as a conflict of interest on the grounds that Cllr McGuire is using her position as an elected town councillor as a promotion of her candidacy as a prospective MP while in attendance at meetings of this council.

Cllr Kennedy asked Cllr McGuire if she wished to remove the branded sweatshirt she was wearing but she declined.

#### RAE4.4 Recreation, Amenities & Environment Committee Budget

- a. Officer report RAE4.4 was received and it was **RESOLVED** that a meeting is required due to the committee having insufficient information to recommend the budget requirements for the Recreation, Amenities and Environment Committee to the policy and resources committee meeting on 28<sup>th</sup> November *(Financial provision - Enter expenditure agreed and cost centre.)*

ACTION: TOWN CLERK

#### RAE4.5 Fixing Tables – Collett Park Cafe

- a. Officer report RAE4.5 was received and it was **RESOLVED** that as flexibility is required with moving the café's tables for events in the park that permission to fix them to the tarmac is refused. *(Financial provision - Enter expenditure agreed and cost centre.)*

ACTION: TOWN CLERK

#### RAE4.6 Foosball table ongoing maintenance costs

- a. Officer report RAE4.6 was received and it was **RESOLVED** to budget for one full replacement kit for 2024/2025 and subsequent financial years until otherwise specified. It was agreed to order the pieces that are required to make a full replacement kit for 2023/24 *(Financial provision - £500 per year)*

ACTION: TOWN CLERK

#### RAE4.7 Cannards Grave Archway

- a. Officer report RAE4.7 was received and it was **RESOLVED** that Cllr Mayall will go back to Greenways to either request a new simple, traditional, and symmetrical design in keeping with the other entrances of the park and keeping the strawberry theme. Or Shepton Mallet Town Council will obtain different designs and add the archway at a later date. *(Financial provision - 0)*

ACTION: COUNCILLOR MAYALL

#### RAE4.8 Members Motion 23-015 – Building Mounted Flagpoles

- a. Officer report RAE4.8 was received and it was **RESOLVED** to in principle assign £10,000 for 60 mounted flagpoles, subject to the project officer's research in to whether this project is viable. *(Financial provision - £10,000)*

ACTION: TOWN CLERK

#### RAE4.9 Allotment Encroachment

- a. Officer report RAE4.9 was received and it was **RESOLVED** to proceed with an exchange of letters between the town council and the owner's solicitors confirming the position with a 'legal charge' and stating that the

land will be returned to the town council and all fences removed and replaced in the correct location following their passing/sale property. *(Financial provision - 0)*

ACTION: TOWN CLERK

**RAE4.10 Improvements to West Shepton**

- a. Officer report RAE4.10 was received and it was **RESOLVED** to thank the work experience student for their very good and insightful report. The Council will take the comments forward for the play strategy. *(Financial provision - 0)*

ACTION: TOWN CLERK

- b. It was **RESOLVED** Cllr Harrison will write to the work Experience student to thank them for their report and inform them of the resolution of this item. *(Financial provision - 0)*

ACTION: TOWN CLERK

**RAE4.11 Officer Report to the Committee**

- a. Officer report RAE4.4 was received and it was **NOTED** *(Financial provision - 0)*

ACTION: TOWN CLERK

There being no further business, the meeting was closed at 8:15PM

These minutes were adopted on 30 January 2024 under minute reference RAE5.3 as a true record of the decisions taken and are duly signed below by the chair of that meeting.

DRAFT

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

Initial: