

Outside Representative Reports

Axbridge Action Group: The Group continues to progress the implementation of the main recommendations of the Haire report. (Councillor Hamblin)

King John's Hunting Lodge Museum: There are on-going concerns over funding and the continued operation of the museum. It is hoped that the funding from Sedgemoor District Council will be at least maintained and not reduced. There are various grants available for museum projects but not for the day-to-day running costs. Talks have been held with the National Trust aimed at a reduction in rent paid to them and every effort has been made to reduce overall running costs by cutting honoraria paid to certain posts within the board of trustees and the curator. The 'Friends of Axbridge and District Museum' are formulating a fund raising programme. In spite of the best efforts of the trustees and friends there will almost certainly be another shortfall in funding for the coming year which will have to be made up from reserve funds unless another source of revenue can be secured. (Councillor Hamblin)

Axbridge Chamber of Commerce: The next meeting of the Axbridge Chamber of Commerce is on Wednesday 17th February and the following items will be discussed:

Meadow Street Car Park. We are aware that the Town Council has been obliged to purchase the Meadow Street car park from Sedgemoor District Council simply to ensure that it continues to exist as a car park. SDC will continue to run the car park until the necessary by-laws have been agreed and passed to enable the Town Council to take over the running of the car park. In Cheddar, Budgens supermarket will re-imburse up to 40 pence to customers who produce the stub from their car parking ticket. What do traders in the Square think of a similar scheme being tried in Axbridge to encourage use of both the main car park and our retail facilities ? It is acknowledge that the Cheddar system is relatively simple because there is only one shop involved but would it work here if the system required a minimum spend of, say, £10 and there was a maximum refund from the shop of, say 40p (1 hour parking) ? Perhaps the pubs and restaurants would consider 2 hours parking refund. There probably wouldn't be many refunds paid but the fact that the facility exists could have the desired effect of bringing people into the town. If there is Chamber support for this idea our proposals will be presented to the Town Council

Parking in the Square. Every discussion about parking in Axbridge ends up with highlighting the lack of police enforcement of the one hour parking limit in the Square. The police claim that enforcement is time consuming because they have to note the vehicles parked in the Square and then wait for an hour before they can ticket those who have out-stayed their welcome. In many towns visitors and residents can obtain free cardboard car parking 'clocks' from shops, pubs etc. to display in their windscreen with their arrival time set for the police to see. These parking 'clocks' are usually funded by the advertising they carry. The police have been contacted to find out their views on this suggestion and we are waiting for a response. If there is support for this idea from CoC members it will be raised it with the Town Council and Town Trust.

If the Chamber adopts one or both of the above schemes the publicity generated will highlight the fact that Axbridge is open for business and parking is easy. (Councillor Hamblin)

Report on the Cluster Group Meeting held on 2nd February 2010
Mark Village Hall

Presentations. There were presentations and discussions on

Somerset Waste Partnership. The current roll out of the scheme and future plans were explained by Steve Read (Managing Director).

SDC on funding of local services and facilities. SDC are not considering devolving services but may require some contributions to those services which they provide at present but are not mandatory, to ensure they can continue. A policy document will be presented to District Council shortly.

Strategic clusters. SDC continues to work on possible changes to the way Clusters are organised and work.

RLT3 Funding. Members were informed that the fund now stands at £5770 and no new applications had been received.

Other issues. No significant changes to the parish charter are expected after the recent consultation. The consultation process concerning the pylons linking Hinckly point with Avonmouth was discussed.

(Councillor Taylor).

Pageant: The Chamber will be running a number of fund raising events over the next months to raise funds for the Pageant and we are discussing other ways in which the Chamber can assist with running the event. One of the Chamber member businesses has agreed to become a major sponsor. (Councillor Hamblin)

Report from SALC County Committee meeting held on Saturday 23rd January 2010 at Creech St Michael.

The issuing of regulations relating to Appointed Councillors has been postponed indefinitely. (The legislation was flawed and will not be revised.)

NALC continues to discuss with the government the arrangements for changes to the regulations requiring councils to pay by cheque with two signatories etc.. This will lead in due course to the ability to pay electronically and cheques becoming redundant. New financial regulations will be required.

It is likely that the proposed changes to the code of conduct for members will come into force on the 6th May. The code of conduct for officers has been deferred.

The SALC budget and affiliation fees were approved. There will no increase in fees payable to the County Association but the increase in the contribution to the National Association will be passed through (0.05p per elector). However if the County Council withdraw their financial support this cost will have to be passed on to member councils.

The committee considered three papers from NALC circulated to County Associations which will lead towards a "Development Strategy and Business Plan 2010-2015".

(Councillor Taylor) 24/01/2010

AXBRIDGE TOWN COUNCIL
Draft Minutes of the Planning and Licences Committee held on
Monday 25th January 2010 at the Town Hall, Axbridge

Meeting Commenced: 6.03pm
6.40pm

Meeting concluded:

Present: Councillors B Hamblin (Chairman), J Gall, Mrs P Ham (from minute 87/09) and Mrs J Trotman together with Mrs V Brice, Town Clerk

Apologies for Absence: Councillor M Taylor

P85/09 Minutes of the meeting held on 11th January 2010

RESOLVED: that the minutes of the meeting held on 11th January 2010 be approved as a correct record and signed by the Chairman.

P86/09 Declarations of Interest - none

No members of the public were present

P87/09 Planning Applications

02/09/00035/RSM

Applicant: Mr S Jenkins
Proposal: Landscaping and external works to front drive and rear garden, to include terrace with stone piers and oak balustrading, gazebo, pergola, bench, summerhouse and reglazing of seating area
Location: The Court, St Marys Street, Axbridge, BS26 2BN

RESOLVED: that Sedgemoor District Council be advised that the Town Council has no observations to make on this application.

02/09/00042/RSM

Applicant: Mr and Mrs Macrill
Proposal: Installation of window in West elevation
Location: 17, The Pennings, St. Marys Street, Axbridge, BS26 2BN

RESOLVED: that Sedgemoor District Council be advised that the Town Council has no observations to make on this application.

02/10/00001/DRT

Applicant: Mr S Burrough
Proposal: Erection of part two storey, part single story side extension to form dwelling
Location: Land to the South of, 27, Parkfield Road, Axbridge

The Clerk reported receipt of a letter of objection, together with her response in which she suggested he also raise his concerns with the District Council, as the planning authority.

RESOLVED: that Sedgemoor District Council be advised that the Town Council has no observations to make on this application.

P88/09 Enforcement Issues

6 West Street – Members received an update but were still very concerned at the length of time the scaffolding had remained, that it created a pedestrian and vehicular hazard and that the hazard warning tape, lighting and signage were either non-existent or inadequate. The Clerk would advise Sedgemoor District Council accordingly.

Sign at Oak House –the owner had removed the sign, as requested.

Trees – Meadow Street Car Park – the Clerk was asked to chase this up, as the trees would need to be removed before birds starting nesting.

Road Sign – Old Church Road/Moor Green - this had fallen off and the Clerk would report this accordingly.

Street lights, Moorland Street – were still not working.

Railings – Footpath going up Hillside, opposite Youth Club – this railing was broken. The Clerk would contact the Lengthsman to arrange for its repair.

P89/09 Sedgemoor District Council’s Local Development Framework and Core Strategy

Council had agreed not to support the proposal for mixed use development on land to the south of Houlgate Way. A letter had been drafted to Sedgemoor District Council accordingly. Several amendments were suggested.

RESOLVED: that the wording of the letter, as amended, be agreed

P90/09 Planning Decisions and Correspondence

02/09/00033 Erection of replacement dwelling on site of existing (to be demolished), erection of garage/workshop, demolition of existing garages – Leighton House, St Marys Street – Permission granted.

Chairman

Date

Axbridge Town Council
Administration and Finance Advisory Group

Report to Council for February 2010.

Meeting. The group met on Monday 8th February 2010.

Present: Councillors Mrs Browne, Gall, Taylor (Chairman), Mrs Trotman & The Town Clerk, Mrs Brice.

Accounts. The accounts for January were checked by members and were accepted.

The advisory group agreed that the separate Town Crier's Account should be closed at the end of the financial year and the funds transferred to the Regalia Fund. (The account is little used with no transactions this financial year.

Accounting and Reporting would be simplified.)

It was suggested that a debit card on the Town Council's current account be obtained to be used instead of the clerk's credit card for purchases where payment by invoice is not possible. Agreement in principle is required before the necessary application is made and before changes to the financial regulations are put in place to ensure that card cannot be misused.

(Agenda item)

Insurance.

Bus shelter and Laptop Computer A quote for appropriate cover for these items is to be obtained.

(Agenda item)

Defibrillator. The Leisure and Recreation Advisory Group had discussed this with the football clubs who were happy to take full responsibility for the equipment. The insurance company will be notified.

Football and Cricket Club charges. It has been agreed with the football clubs that the cost of running the changing rooms would be split between the clubs. This is a similar arrangement to last season and there would be a modest increase over last year. The clubs will be invoiced early in the next financial year.

The group members agreed that the Cricket Club should be charged for the use of the nets for any organised session and a meeting should be organised before the summer by the Leisure and Rec. Group to determine the fees.

Standing Orders.

New Model Standing Orders are now available. It was recommended that the Clerk and Councillor Taylor attend SALC's training event.

(Agenda item)

Projects funding.

Sports Wall. L&Rec group is looking at the costs of a sports wall. There is £5000 available in the RLT2 fund currently.

Risk Assessment. The Risk Assessment and Management document will be considered and updated at the next meeting.

Land Registry. Council's land (Cemetery and Shortlands) needs to be registered. The clerk has obtained guidance on the procedure and costs.

A check will also be made that the car park has been registered.

Cemetery Rules and Regulations update. The rules need to be reviewed to include, in particular, requirements for the installation of headstones. An application form had been produced for future use. The Clerk hoped to attend a training day on 24th March and the rules will be reviewed after that date. Councillor Mrs Browne expressed an interest in attending.

Details of the course are available.
(Agenda item)

MT(08/02/10)

Axbridge Town Council Financial Report February 2010				
Bank Accounts		Account Name	£	
		Lloyds Business Account	44,539.08	
		Lloyds Current Account	3,220.39	
		Reserves Account	5,188.86	
		Total:	52,948.33	
Council Accounts		Account	£	
		General Account	49,247.16	
		Changing Rooms Operating Account	-752.54	
		Car Park Account	-983.95	
		Showcase Account	0.00	
		Changing Rooms Maintenance Fund	5,188.86	
		Town Crier's Fund	268.80	
		Total:	52,968.33	
Receipts since last meeting				
Ref.	From	For	Value	
Payments made since last meeting for ratification				
Ref.	To	For	Value	Power
Payments for authorisation				
	Mrs V Brice	Clerks salary & exp. (inc course) (Feb)	991.44	S.112(2) LGA 1972
	Mr D Hogarth	Furlong Manager (Feb)	178.96	S.112(2) LGA 1972
	Post Office	NI and Tax (Feb)	157.26	
	Somerset County Council	Pension contribution (Feb)	236.99	LG Pension Scheme Regs 1997
	Mr R Hembrow	Grass Cutting (Jan)	349.21	S.10 Open Spaces Act 1906
	Mr A Laken	Town Maint. Cont.	240.00	
	LTSB Commercial Finance Ltd	Printing of OYEZ	45.00	
	Fairlands Middle School	Photocopying and paper (Jan)	27.26	
	Somerset Assoc of Local Councils	Two places Standing Order workshop	30.00	
	The Information Commissioner	Data protection registration	35.00	
	Secol*	Archivist Materials	93.25	
DD	Vodafone	Council's telephone (Feb)		
	<i>(Changing rooms a/c)</i>			
	EDF Energy**	Electricity	36.00	

		Total:	2,420.37	
	*on receipt of invoice			
	**revised from £31 (originally £20)			
	Anticipated/abeyance			
	Zurich Insurance PLC*	Town Marker insurance (£25)		
	Mr M Smith	Amended plans - handrails	tba	
	Mr J Chard	Works - Youth Shelter	tba	
	Mr J Lukins	Reim of Travelling Exp (12.80)		

LEISURE AND RECREATION REPORT. February 2010

Youth Shelter

- The contractors have visited the site and taken the other 'window' away as a template. We have been assured that they will return within the next few days to carry out the repair work. (Kate you can now dispose of the parts in your garage!)
- John Chard will be asked to carry out the concreting for the base of the shelter as soon as he feels the weather is suitable.

Children's play area

- The top gate to the play area is still not closing. GB Leisure has been asked to have a look as it has only recently been repaired.

Changing Rooms (Maintenance)

- Darren (with Andy Laken) has been asked to price new guttering and down pipes for the changing rooms and to carry out the work once the cost has been agreed. Very cheap quality piping was fitted as part of the original build and is now in a bad state of repair, or missing.
- Darren has been asked to rub down and paint the electricity box on the outside wall of the changing rooms and to paint the end wall (by the houses). He will keep a can of paint in stock for on going maintenance.

Changing Rooms (Other)

- Darren is back to full strength now. Andy has been doing an excellent job keeping the changing room clean during Darren's recovery.
- Axbridge Saxons FC has taken over responsibility and ownership of the defibrillator and is liaising directly with the charity. Our only involvement is to allow it to be kept in the changing rooms. The clerk has informed our insurance company that we no longer require it to be added to the policy.
- Axbridge Saxons FC is buying a boot scraper to go on the stones outside the changing rooms. This will be fixed into the ground.

Football

- The pitches have been holding up quite well this season, until now. The surface is breaking up very quickly and Darren now has to cancel some games and the teams have had to find alternative sites. We will always have a problem of overuse but we continue to try and solve the problems to the best of our ability.
- The clubs will be billed for the whole year at the end of the season. This will include ground care and rent.

Grass Cut/Ground Care

- The work carried out by Rob Cooper has been of a higher standard since our meeting with him and other users in the summer. He rectified all outstanding issues and we are pleased with his work.

- The grass cutting/ground care contracts are due to go out to tender again this March – it is a 3 year contract, started in 2007. We need to invite existing contractors to re- tender if they wish to continue and also advertise locally (notice board and OYEZ). (Usual letter to contractors thanking him and explaining the contract period is due for renewal.)
- The clearance work for the bottom of the field is still on the agenda and will happen as soon as possible. It has been suggested that trees planted at the bottom of the Furlong would help with drainage. PH is investigating the possibility of a donation of saplings for this purpose.

Ball Wall

- We have held a site meeting to ascertain the exact position for the sport wall, which is behind the changing rooms by the raised platform area.
- An additional quote has been sought for the price of levelling the land in front of the wall.
- We are applying for grant funding for the total cost of this project.

Cricket Nets

- The contract for work on the cricket nets was for all works to be completed by the end of February. We have not been given any reasons to suppose this will not be the case.
- Concern has been expressed that weeds are growing on the current ground works but this has been 'flagged up' with Rob Cooper who assures us all is well.
- Once the nets are in place we will meet with cricket club representative to draw up a formal agreement.
- The cricket club is hoping to find a 'Cricketing Celebrity' to perform an opening ceremony.

Car Park

- We will be seeking quotes/costings for the possibility of extending the car park area. This would tidy up the area and utilise unused ground, provide the possibility for hard court sport use and improve parking. This is a long term plan and very outline at this stage.

Building contractors

- The contractors at the Court are to be contacted to ask what their plans are and when we might expect their fence to be removed and the stones replaced. They do not appear to be using that route as access now.

DRAFT HIGHWAYS ADVISORY GROUP (HAG) REPORT OF A MEETING HELD 12TH JANUARY 2010

Present: Cllrs Gall, Isaac
Apologies: Cllrs Passey, Scott, Taylor, Trotman

1. Severe Weather Action Plan:

Cllr Passey's draft plan and questions were considered, along with a list of priorities in case of snow from Cllr Bratt's emergency planning brief. It was concluded that a more wide-ranging discussion amongst group members was necessary, and that this would be scheduled for the next meeting.

2. Streets and Parking Steering Group:

It was agreed that the group would recommend that the Streets and Parking Steering Group's offer to include a councillor in the Group be accepted, but that this should not be construed as direct support for the proposed changes or trials at this stage. Councillor Hamblin's offer to act in that capacity and his involvement as part of the Chamber of Commerce was noted, along with his concern that a member of the Highways Advisory Group would be a more appropriate candidate.

Recommendation: that the council accepts the Streets and Parking Steering Group's suggestion that a councillor join the Group, and that if no councillor from the HAG is available, Councillor Hamblin be nominated.

3. Transport/Parking Policy document amalgamation:

Any comments from Group members on Councillor Taylor's helpful draft to be fed back in time for the next meeting.

4. Updates:

- i. **Church Lane** name plate: the clerk to be asked to try to contact the owners for permission.
 - ii. **Old Church Road** name plate: it was noted that the School is happy to have the name plate on the grass above the wall and that this was now being progressed.
 - iii. **Harvest Rise** name plate: the clerk to be asked to try and contact the developer.
 - iv. **Barnabas Close** bus stop: it was noted that a safety audit of possible locations is due to be carried out in the coming weeks.
 - v. **Old Butchers' Yard** footpath: no progress to note.
 - vi. **Street Lighting programme:** Cllr Dawn Hill's request for further information from the Council in order to follow up enquiries was considered encouraging.
- 5. New issues – pothole map:** it was suggested that contact details for reporting potholes be made know to councillors and that individual councillors report them rather than asking the clerk to spend time doing this.

6. Other issues from list:

Items from the list will be reviewed at next meeting when more councillors present. However, the following points were noted:

- i. **Redstacks entrance:** Group members felt that the Town Council was not in a position to comment on the technical aspects of any application, and that the applicant should be asked to submit any plans to the District Council.

- ii. **Bin collection:** in response to a resident's pointing out that there was not much information for newcomers to the town, Group members noted previous discussions about welcome packs, which will be included in the next HAG agenda.
 - iii. **Yellow Line Review:** it was noted that changes to yellow lining are due to be advertised in March/April this year.
7. **Date, time, venue of next meeting:** **2nd March 2010 at the Lamb at 19.30**

J. Gall

Report for Council – 15th February 2010

Town Maintenance Report

Andy Laken has collected and spread salt, worked at the changing rooms and collected litter on the Furlong, Square and surrounding areas.

Allotment Report

The allotments have been inspected and two tenants have been written to regarding condition 5A of their tenancy agreement (The Allotment Garden shall be kept in a clean, decent and good condition and properly cultivated).

(Councillor Lukins)

Axbridge Town Council

Car Park Management Temporary Advisory Group (Axbridge Town Car Park)

Report for February 2010 council meeting.

Meeting Attendance

Present: Councillors Gall, Passey, Taylor (Chairman)

Apologies: Councillors Hamblin, Mrs Scott, Mrs Trotman and the Town Clerk
Mrs Brice

Legal Matters.

It has been established that both Bodmin and Camelford Town councils run car parks. It is hoped they will help with some of the legal queries.

Walking Bus

A letter had been received from the school asking that the Town Council consider a request for a bus shelter to be erected in the car park to protect children waiting for the walking bus to start and presumably to protect those waiting to be picked up after school. A position in the North East corner near the entrance to the housing development entrance was suggested.

The council have agreed to the shelter in principle. Group members agreed some preferred options on the position and design of the shelter, on tarmac surfacing with a dropped kerb and perhaps a tree. Councillors Passey and Gall met with the school on site to discuss these issues however the school have since contacted the clerk to say that will not be pursuing the project.

Basic Options.

The group members have concluded that there are really only two options one being to charge for car parking using a similar system to the current one; the other being to allow free parking. It was felt that more complex options should not be considered at the moment. It is anticipated that the first management scheme adopted will need to be monitored carefully and modified in the light of experience.

Group members had agreed that the council should be recommended to decide on its preferred option in time for it to be presented to the public at the Annual Assembly on March 8th 2010. The following statement was agreed by members:

The Car Park Management Group advise that councillors make a decision at the February meeting of the council whether, in principle, to make a charge for parking in the Axbridge Town Car Park or not. This decision can then be taken to the Annual Assembly on March 8th for public debate.

The Group members also recommend that the council passes a resolution that free parking in the Axbridge Town Car Park lasts for an experimental period of 18 months.

The Advisory Group members expect that the electors of the Town will endorse the decision at the Annual Assembly. However, it will need to be made clear that this is an experimental period. If the facility is abused and people do not keep to the parking regulations set by the council then the policing may need to be increased, fines introduced and charging could also be introduced.

Further the advisory group recommends that the Town Council aims to take over the control of the car park from the 1st April 2011. (This will be the start of the 18 month trial.)

The members of the advisory group have looked at the management complexities and costs of running a car park with and without charging. They agree that the complications, costs and manpower required to charge and police the charging system should be avoided if possible. However there will be a set of regulations (currently under preparation by group members) to control parking. These will be presented to council for debate in due course. The council will then need to decide whether to pass by-laws for these regulations, impose fines and how to police them.

The group recommends that the council considers the following resolutions at the February meeting:

That, from the date that the Town Council takes over responsibility for the management of the car park, no charge is made for parking for an experimental period of 18 months as long as there is support for this decision from the electors of the Town at the Annual Assembly.

That, should there be agreement that no charges be made for parking, the council aim to take responsibility for the Car Park from April 1st 2011.

(Agenda item)

Action plan.

A time-table of tasks needed for a smooth take over of the management will be needed. Councillor Taylor will compile this.

Date of Next Meeting.

Monday 1st March 7.30pm in the Town Hall.

MT(06/02/10)

Correspondence – February

SDC = Sedgemoor District Council
Council

SCC = Somerset County Council

Planning

- 6 West Street – Somerset Highways – scaffolding is licensed & checked

Administration and Finance

- Parishcouncil.net – online site for building websites
- Product information – Staples

Leisure and Recreation (inc changing rooms)

- Somerset Playing Fields Association – will do play area inspection, flyer on safety programme and The Playing Fields newsletter
- Somerset County Council – need to complete review of cricket net project
- Somerset Art Works – copy of annual review
- Product information – Adventure Playgrounds Ltd, Children's Playground Company, Carro, Fitzpatrick Woolmer, Lightmain, Littlethorpe, Marshalls (paving), Neptune, Notts Sports Cricket, Rekk, Rospa and Wicksteed Playscapes

Highways

- SCC – update on bus stop at Cheddar Road (including letter of objection from resident re possible second site)
- SCC – road closure of Church Street, Cheddar (due 15 Feb for 6 weeks) postponed until further notice

Cemeteries, Allotments and Open Spaces

- South West Counties Allotments Association – newsletter – provide admin services to councils & insurance (cost)
- Mole Valley Farmers – newsletter

General Correspondence

- **Sedgemoor Community Support – officer available to support voluntary groups, organisations and charities**
- NSPCC helpline – support
- Clerks and Councils Direct 2010 – year book inc useful contacts
- Society of Local Council Clerks - January magazine and training programme

See attached list (available from clerk) for general emailed correspondence.

10th February 2010

DIARY DATES

Axbridge Town Council meetings – Members only (expect Council meetings)

<u>Date</u>	<u>Meeting</u>	<u>Time</u>	<u>Venue</u>
Tues 16 Feb	Standing Orders workshop	2.15pm	Edington
Monday 22 nd Feb	Personnel & Protocol AG Leisure and Recreation AG	4.30pm TBC	Town Hall
Saturday 27 th Feb	Mayor's Banquet (by invitation)	7.30 for 8pm	Town Hall
Mon 1 st March	MSCP Management Group	7.30pm	Town Hall
Tues 2 nd March	Highways Advisory Group	7.30pm	Council Chamber, Town Hall

Monday 8 th March <i>Monday 8th March</i>	Annual Assembly Admin & Finance Group	7.30pm	Town Hall
Monday 11 March	SALC – Area Meeting	7.30pm	Burnham council offices
Monday 15 th March	Council	7.30pm	Town Hall

Other events

26-27 Feb	SLCC Conference	All day	Stoke on Trent
24 March	Cemetery course	All day	Chepstow
6 March	Sedgemoor Community Forum		Bridgwater
Community Benefit from potential new nuclear build at Hinkley Point - invitation to briefing (awaited)			