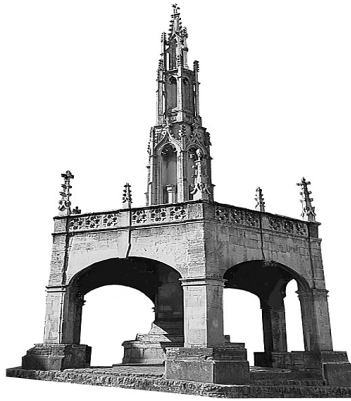


SHEPTON MALLET TOWN COUNCIL



**TOWN COUNCIL OFFICES
1 PARK ROAD
SHEPTON MALLET
BA4 5BS**

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**TOWN CLERK - GRAHAM H. BROWN
Date; Wed 1 September 2010**

**YOU ARE INVITED TO A MEETING OF THE TOWN COUNCIL IN
THE COUNCIL CHAMBER AT CANNARDS GRAVE ROAD
ON TUESDAY 7 SEPTEMBER 2010 AT 7PM**

A G E N D A

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- 1. Emergency Evacuation Procedures**

 - 2. Induction Loop / Use of Microphones** – Mobile telephones are to be switched off or to silent.

 - 3. Public Forum** – To resolve adjournment of the meeting for this period.

 - 4. Apologies for absence**

 - 5. Members Declarations of Interests** – To receive Members' written declarations of interest relating to matters on the Agenda.

 - 6. Chairman's Announcements**
 - 6.1. Best Kept Allotment Awards** (outside Council Chamber at 6.30pm)
 - 6.2. Cleaning of Town Signs** (Cllrs + Quadron)

 - 7. To approve the Minutes of the Town Council Meeting held on Tuesday 6 July 2010.**

 - 8. Matters arising from the Minutes**

 - 9. Somerset County Council**
 - 9.1. Min 29a Installation of Bollards to the Market Place** – Resolve of Council 6 July 2010 = That proposal to install the bollards should proceed but should be placed on hold until the Urban Design Study was delivered which was

to be within the month. The matter should be placed on the Agenda for the next meeting of Council in September for a final resolve in the matter. Objection received from Chris Louglin, Mendip Library Operations Manager, SCC.

9.2. A371 Pike Hill – Road Closure – SCC advise this road will be closed for 10 days from 20 September 2010 to enable footway works to be carried out (From Shaftgate Ave junction to Bowlsh Junction) – To note

9.3. Tour of Britain Cycle Race 2010 – SCC advise that within Somerset & Devon two stages will take place, Stage 4 on 14 Sept from Minehead to Teighmouth and 15 Sept from Tavistock to Glastonbury – To note

10. Mendip District Council

10.1. Ground Care Contract – MDC confirm receipt of this Council's commitment to partner MDC in the new Ground Care Contract. Town Councils specification and works to be confirmed by early January 2011 with Tenders received by early March 2011 and being evaluated by early April 2011. Following the evaluation it is estimated to negotiate with the preferred contractor / award the new contract in July 2011. Working Party required to work-up the Town Councils specification, bills of quantities and requirements following receipt of the draft pending from MDC.

11. Planning Matters

a)	Minutes of Meetings	To receive and appraise Minutes of the Planning Recommendations Committee Meetings held on 13 July and 3 & 24 August 2010. Copies distributed previously.	To note
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12. Community Development Matters

a)	Community Development Working Group	<p>To receive and appraise Notes of the Community Development Working Group Meeting held on Tuesday 31 August 2010. Copy distributed previously.</p> <p>To resolve the following recommendations;</p> <p>CD15a – Shepton Mallet Fun Run - £100 Community Grant.</p> <p>CD15b – Digital Arts Festival - £500 Grant with funds vired from Bands in the Park budget heading subject to specific requirements.</p> <p>CD15c – Hillmead Youth Club - £200 Community Grant.</p> <p>CD17 – Cenotaph Enhancement Project – Confirm Working Party Executive Powers and additional budget of £3,350 (if needed) from the current Community Projects budget heading.</p>	<p>To review & note</p> <p>To resolve</p> <p>To resolve</p> <p>To resolve</p> <p>To resolve</p>
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b)	Town Twinning	Minutes of meeting held 19 June and the 12 July attached .	To note
c)	HM Prison	Annual Report April 2009 to March 2010 received. Full inspection carried out and report to be released shortly, also pleased to report the garden at the establishment won a prize in the Shepton In Bloom competition.	To note

13. Service Delivery Matters

a)	Service Delivery Committee / Upgraded to full Council	To receive and appraise Minutes of the Council to Service Delivery matters held on Tuesday 10 August 2010. Copy distributed previously.	To review & note
b)	Collett Park Play Equipment	Independent Annual Inspection of all Play Equipment now completed and report received. Only minor items identified (list attached) and these have been issued to Quadron for their response and correction. Roundabout within Junior Play area has fault which Quadron confirms needs bearing renewal with parts cost of £300 and which they recommend use of specialist contractor.	To resolve
c)	Office Lease	MDC confirm via email that they will continue current lease, conditions and costs for a further 12 month period now due to expire in February 2012.	To note
d)	Redundant Telephone Kiosks	Inspection undertaken by Cllrs Marsh J, Bartlett, Curtis and the Clerk on 28 August (Report attached).	To resolve
e)	SALC	Annual Report, Minutes and Agenda received for their AGM on Saturday 25 Sept 10am at Woolavington.	To note

14. Finance

- 14.1. To Approve September 2010 Accounts** for payment by Cheque, Direct Debit, Confidential Salary Payments and Income as per Appendix "A" attached to this agenda.

15. Items for next meeting – Tuesday 2 November 2010.



Graham H. Brown,
Town Clerk & Responsible Financial Officer

A P P E N D I X " A "

Cheque No	Payee	Code	Goods Supplied	Total Payment
2699	Emenda RBS Limited	4020	Accounts Software Support - Annual	£ 104.58
2700	G Brown - Repayment	4018	Town Council Annual Photos	£ 9.02
2701	Great Ostry Picture Framing	4018	Annual Council Photo Frame	£ 42.60
2702	CLlr Jeannette Marsh	4034	50% of Annual Chairman's Allowance	£ 618.00
2703	Bartlett Gooding & Weelen Solicitor	4008	Bloor Homes Allotments	£ 141.00
2704	G Brown - Repayment	4018	A4 Frames for Allotment Awards	£ 63.92
2704	G Brown - Repayment	4018	Poster Laminates - C/Park Toilets	£ 7.52
2705	Killtech Pest Control	4212	Collett Park - Wasp Nests	£ 50.00
2706	Quadron Services Limited	4046	Footpath Contract 50%	£ 217.96
2706	Quadron Services Limited	4044	Allotment Contract 50%	£ 135.82
2706	Quadron Services Limited	4047	Station Road Contract 50%	£ 217.85
2706	Quadron Services Limited	4219	Collett Park - Litter Bin Refurbishment	£ 581.62
2707	Thatchers	4208	C/ Park - Bird Food (Feb-Aug 2010)	£ 136.80
2709	Shepton Mallet Fun Run	4068	Community Grant	£ 100.00
2710	S/Mallet Digital Arts Festival	4084	Community Grant (vired Bands in Park)	£ 500.00
2711	Hillmead Youth Club	4068	Community Grant	£ 200.00
				£ 3,126.69

Payments by Direct Debit

01-Jul	Aviva	4016-4222	Insurance Premium - Monthly	£ 413.22
19-Jul	Plusnet	4020	Internet - Monthly	£ 19.99
19-Jul	BT	4014	Telephone Line and Calls	£ 105.08
28-Jul	Quadron Services	4200-4047	Ground Care Contract - July 2010	£ 2,859.68
28-Jul	Veolia	4206	Collett Park Waste Disposal	£ 47.99
29-Jul	SCC Pensions	4000-4002	Pension Contributions	£ 565.56
Total =				£ 4,011.52

CONFIDENTIAL PAYMENTS

2708				£ 1,615.86
Grand Total				£ 8,754.07

Date	Income	Code	Category of Income	Total Deposit
27-Jul	HMRC VAT	515	Vat Reclaim - April to June 2010	£ 3,450.10
09-Jul	Lloyds Bank	1190	Bank Interest - 30 Day Account	£ 4.87
21-Jul	Mendip District Council	1008	Repayment - Cenotaph Restoration Project	£ 363.37
Total Income =				£ 3,818.34

**Councillor J.M. Marsh
Chairman**

Signature _____

Date _____

**Councillor N.F. Shearn
Vice-Chairman**

Signature _____

Date _____