



Castle Cary Town Council

The Market House

Market Place

Castle Cary

BA7 7AH

Telephone: 01963 359631

Email: town.clerk@castle-cary.co.uk

Website: www.castle-cary.co.uk

MINUTES OF PROPERTY & INFRASTRUCTURE COMMITTEE MEETING

held on Monday 24th July 2023 at 7.30pm

Councillors present: Philippa Biddlecombe (Chair), Margaret Bebbington, Robert Brown, James Camm, Judi Morison, Pek Peppin and Angela Piggott

Clerk: Lisa Davis

In attendance: Ruby Coombes – Ansford Parish Council, Debra Henderson – Ansford Parish Council, Barbara Williams, Ansford Parish Council, 26 members of the public

19:30 – Open session

Nine members of the public spoke about the introduction of a 20mph speed limit. One resident felt that a reduced speed limit would give a better impression of the town, one suggested that it would provide a benchmark for traffic speeding measures and another resident raised concerns about safety when unloading vehicles on South Street. A business owner spoke about their experience of cars going more than 30mph along Fore Street during trading hours. One resident expressed concerns about the lorries that drive through the town which is more of an issue than speed and a query was raised about who would police a reduced speed limit and if it would work without additional traffic calming measures.

A member of the public spoke about the maintenance of verges and hedges. They had been involved in the creation of wildflower areas and were keen that the wilding project initiated by SSDC was not ignored.

The meeting started at 19:45

2023

PI12 Apologies for absence

Apologies were received from Linda Ball, Trevor Oats and Rob Worth

PI13 Declarations of personal or pecuniary interest (these must be declared BEFORE the agenda items concerned are discussed. Persons with a declared pecuniary interest must leave the meeting room when these are discussed).

There were no declarations of interest.

PI14 Approval of Minutes of Property & Infrastructure Committee meeting of 22nd May 2023

This was deferred to the next meeting as only two Councillors in attendance at the meeting in May were present.

PI15 Action points from previous meetings:

Philippa Biddlecombe reported that quotes are still awaited for the pump track, wi-fi and Catherines Close toilet door.

PI16 Infrastructure:

- a) **Paviments** Philippa Biddlecombe reported that a meeting had been arranged with John Nicholson from Somerset Council Highways team on 3rd August to look at the paviments and discuss possible options. Councillors were invited to join the meeting.

PI17 Properties – Pavilion and Donald Pither Memorial Field

a) Updated on Pavilion project

Philippa Biddlecombe reported that the Ecology assessment had been completed and that the project team would meet again in August.

PI18 Market House

- a) **Billiard Room – update on issue with wall** Philippa Biddlecombe reported that there had been no further update from Stonewood.
- b) **To discuss issue with lift in The Shambles and consider options** Philippa Biddlecombe reported that the lift was no longer working. It was agreed to purchase a ramp to use until the Market House project was completed and the new lift was installed.

Action 230724/1: Town Clerk

- c) **To consider possible alterations to area near holly tree outside the Market House** It was agreed that James Camm would look at the design with Tom Trouton which would also incorporate a digital display board for marketing and communication with a formal proposal to be presented to Full Council.

Action 230724/2: James Camm

- d) **To note potential issue with holly tree and discuss ideas for replacement/ alternative should the need arise** Philippa Biddlecombe reported that the holly tree has holly blight, it was agreed to defer discussion about possible alternatives for that area as the tree seemed relatively healthy at the present time.
- e) **To agree purchase of remote meeting/communications system, which will be allocated to the next budget and ordered in this financial year** It was noted that this was discussed by the Finance Committee on 10th July and agreed that there should be research as to potential usage amongst existing hiring groups and discussions with the embryonic business group to assess the need. Robert Brown felt that the business use would be secondary and James Camm suggested that the priority was the Council role. Judi Morison reported that she had asked the Marketing and Communications Administrator to do some research and suggested that there needs to be a phased approach to get wi-fi throughout the entire building and complete the community engagement to test the need as it would be difficult to justify the cost for Castle Cary Town Council to use solely. Debra Henderson agreed to discuss with Ansford Parish Council and encourage them to meet at the Market House if the equipment was available. James Camm agreed to write a brief synopsis to assist with the research.

Action 230724/3: Debra Henderson

Action 230724/4: James Camm

- f) **To consider design and costs for storage trolleys for use in Assembly Room** it was agreed to defer this discussion to enable the design to be re-visited and other less expensive options to be researched.

Action 230724/5: Philippa Biddlecombe, Pek Peppin & Town Clerk

PI19 Cemetery

- a) **To discuss request for a Wall of Remembrance at the Cemetery** Philippa Biddlecombe reported that she had received a request from the Friends of the Chapel for a Wall of Remembrance at the Cemetery. It was agreed to defer this item for discussion at the next meeting.

PI20 Traffic Working Group

- a) **Discuss proposed changes to the Terms of Reference for the Transport Advisory Group** This item was deferred to the next meeting as Councillors had not had the opportunity to look at the proposed changes to the Terms of Reference.
- b) **Discuss progress to date and forward plan** Robert Brown reported that the funding bid submitted by Ansford Parish Council to GWR had been approved and £5,000 had been awarded towards a feasibility study.
- c) **Reduced speed limits – to consider proposal that CCTC supports the design and implementation of lower speed limits and speed control measures as per national and regional policy and community consensus**
RESOLVED: it was proposed and agreed (6 – for, 0 – abstained, 1 – against) that CCTC supports the design and implementation of lower speed limits and speed control measures as per national and regional policy and community consensus
- d) **Castle Cary Station accessibility – to consider proposal that CCTC supports the improvement of public transport, bicycle and pedestrian links to Castle Cary Station** Robert Brown reported that GWR, Somerset Business Partnership and Emily Estates are all interested in accessibility improvements.
RESOLVED: it was proposed and unanimously agreed that CCTC supports the improvement of public transport, bicycle and pedestrian links to Castle Cary Station
- e) **Station footpath signage – to consider proposal that CCTC supports improvements to the signage on the Castle Cary to Castle Cary Station footpath**
RESOLVED: it was proposed and unanimously agreed that CCTC supports improvements to the signage on the Castle Cary to Castle Cary Station footpath
- f) **Digital mapping - to consider proposal that CCTC approves the production of a digital map of Castle Cary and Ansford to assist with infrastructure planning** Robert Brown reported that he had obtained two quotes for digital autocad drawings to allow control over the design of 20mph limits. Queries were raised about the need for this and how it compared to Parish Online. It was agreed that Robert Brown would arrange a demonstration so that Councillors had the information required to consider the proposal at a future meeting.

Action 230724/6: Robert Brown
- g) **Community asset transfers - to discuss the transfer of former South Somerset District Council assets to the Town Council from Somerset Council, in accordance with provisions of the Localism Act 2011, the vision and priorities of the Somerset Council Plan 2023–2027, and the principles of partnership working underpinning the establishment and modus operandi of Local Community Networks** The Town Clerk advised that Somerset Council are not yet in a position to consider the devolution of services/assets as they need the right staff in the right roles before they can progress it further. It was noted that former SSDC Officers are aware that CCTC are keen to be involved in early discussions about Somerset Council assets in the town. It was agreed to defer this item until more detail was available about the process and opportunities.
- h) **To discuss strategies for ensuring that hedges and verges adjoining highways and footpaths are adequately maintained** it was agreed to include something in the next newsletter to remind landowners of their responsibilities and how to report issues to Somerset Council.

Action 230724/7: Judi Morison

Debra Henderson advised that Ansford Parish Council have a volunteer group who check the footpaths and upload information onto Parish Online.

PI21 Community Funded 20mph Speed Limits

- a) To discuss proposal from Somerset Council and consider submission of application for an initial assessment of reduced speed limits with costs to be shared with Ansford Parish Council

RESOLVED: it was proposed and unanimously agreed to submit an application for an initial assessment of reduced speed limits with costs up to £1,000 to be shared with Ansford Parish Council

- b) To consider proposal from Traffic Working Group to conduct an opinion survey

RESOLVED: it was proposed and unanimously agreed to approve the request from the Traffic Working Group to conduct an opinion survey

The meeting ended at 21:15

The next meeting of the Properties and Infrastructures Committee will be held on Monday 25th September 2023 at 7.00pm. Any items for inclusion on the agenda should be forwarded to the Town Clerk by Thursday 14th September 2023.