

# ILMINSTER TOWN COUNCIL

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Town Clerk: **Joy Norris**



9 December 2015

A meeting of the **Town Council** will take place on **Tuesday 15 December 2015** in the Council Chamber, Council Offices, North Street, Ilminster starting at **19:30 hrs.**

The public are welcome to attend this meeting. Members of the public are invited to ask questions or raise issues relevant to the work of the Council. The overall time available for this session is restricted to 15 minutes unless the Chair decides otherwise. Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously. It is helpful if potential contributors can make themselves known to the Meeting Administrator before the meeting so that the session can be programmed effectively. Public participation is not part of the formal meeting of the Council however a note will be made of matters raised and recorded at the start of the minutes of the meeting.

The Agenda for the meeting is given below. Please contact the Town Council Office if you would like a copy of any of the reports.

Joy Norris  
Town Clerk

## AGENDA

1. **Apologies for Absence**  
To receive apologies for absence from Councillors unable to attend the meeting.
2. **Declarations of Interest**  
To receive any declarations from Councillors and Officers of interests in respect of matters to be considered at this meeting, together with an appropriate statement regarding the nature of the interest.
3. **Minutes**
  - a) To confirm the minutes of the meeting held on 17 November 2015 as a correct record.
  - b) To consider the office Action Plan relating to the Town Council Meetings.

**4. Mayor's Announcements/Engagements**

- a) The Mayor will make announcements relevant to Town Council and Mayoral activities and engagements
- b) The Mayor attended the following engagements between 17 November 2015 and 15 December 2015.
- 20 November 2015 – 100 years of Scouting In Ilminster celebration
  - 26 November 2015 – Shop window judging
  - 11 December Hazelwell Lodge Christmas Party
  - 7 December the Mayor was due to attend the Christmas Tree Festival in the Minster but due to a family emergency was unable to be present.

**5. Police Report**

This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster (To follow)

**6. Report from the County Councillor for the Ilminster Division**

To receive a report from the County Councillor for the Ilminster

**7. Reports from District Councillors**

To receive reports from District Councillors.

**8. Open Spaces Committee**

The Chair of the Open Spaces Committee to provide an oral update on relevant matters and present recommendations made by the Committee meeting held on 24 November 2015.

**9. Reports from Representatives on Outside Bodies**

To receive reports from Representatives on Outside Bodies; at the time of publishing the agenda the following representatives had indicated they would be reporting. (At the time the Agenda was published the following report had been received, which is attached)

- Ilminster Literary Festival – Cllr J Fowler
- Dementia Alliance and Ilminster Entertainments Society – Cllr J Sothern

**10. Former Horlicks Site, Station Road, Ilminster**

To discuss what is happening in relation to the marketing and potential development of this site designated as employment land and consider what representations, if any, the Town Council would like to make and to whom to facilitate appropriate development of the site.

**11. Letter from the Planning Inspectorate, Notice of Local Enquiry to Determine the Wildlife and Countryside Act 1981, Section 53, Somerset County Council, (No 1) Modification Order, 2014 Parish Of Ilminster**

A letter has been received from the Planning Inspectorate giving details of how to submit information to the local inquiry regarding the Order to modify the definitive map by the addition of a footpath that starts at the northern end of the adopted section of Winterhay Lane and runs in a generally North North Easterly direction for approximately 480 metres. The Town Council is asked to consider if it wishes to submit any information and nominate any person(s) to attend the inquiry to speak on behalf of the Town Council. (Note: The Town Council has already formally resolved that it supports the addition of the footpath to the definitive map)

- 12. Winterhay Lane Play Area - Award Offer From South Somerset District Council**  
To consider the award offer from South Somerset District Council towards the refurbishment of the Winterhay Lane Recreation Ground play area and nominate 2 people to sign the agreement.
- 13. Update from the Football And Community Facility Project Governance Group**  
To receive a summary of the Governance Group meetings held on 5 November 2015 (attached) and 2 December 2015
- 14. Cemetery Lodge**  
To consider the Surveyor's Report regarding the Cemetery Lodge and what action to take. (Please note the report will not be available until Monday 14 December at the earliest, but the item is being included on the agenda to enable discussion at the earliest opportunity.)
- 15. Community Right To Bid – Land Adjacent To Herne Hill**  
The Town Clerk will provide an oral report on progress to obtain information relevant to submitting a Community Right To Bid application to South Somerset District Council, in particular:
- Arrangements for a meeting with Donyatt Parish Council
  - Initial discussion with South Somerset District Council regarding nomination criteria
  - Somerset County Council procedure for land disposal
- 16. Emergency Expenditure**  
To give formal authorisation for the emergency expenditure incurred by the Town Clerk, following consultation with the Chair of the Open Spaces Committee, to provide a path between the lower part of the incline and Britten's Field.
- 17. Donation towards 2014 Ilminster Carnival Open Top Bus**  
To consider a request from the Ilminster Carnival Committee for a donation of £50.00 towards the open top bus used at the Ilminster Carnival.
- 18. Authorisation of Payments and Notification of Virements**  
The Schedule of Payments for authorisation is attached for Council's approval.
- 19. Project Plan**  
To consider progress on the project plan and whether any changes are necessary.
- 20. Clerk's Updates**  
The following Clerk's Updates have been sent by email since the last Council agenda was published.

Number	Date	Topic
12/15	01.12.15	1. Open Spaces committee 8 Decemebr 2015 2. Badgers On Britten's Field 3.All Human Circus 2016 Visit Dates 4. Letter From the Community Council for Somerset Regarding Community Infrastructure Levy 5. Letter to Mayor Of Paris

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**Reminders**

**Meetings**

**12 January 2016 Planning Highways & Transport Committee**