

# ILMINSTER TOWN COUNCIL

Council Offices  
North Street  
ILMINSTER  
Somerset  
TA19 0DG



Tel: 01460 52149  
Fax: 01460 55642  
e-mail: [town.council@ilminster.gov.uk](mailto:town.council@ilminster.gov.uk)

Town Clerk: **Joy Norris**

5 April 2016

A meeting of the **Town Council** will be held 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  
Deputy 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 22 March 2016 as a correct record. (To Follow)
  - b) To consider the office Action Plan relating to the Town Council Meetings. (To Follow)

- 4. Mayor's Announcements/Engagements**
  - a) The Mayor will make announcements relevant to Town Council and Mayoral activities and engagements. (Diary list to follow)
- 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. Reports from District Councillors**

To receive reports from District Councillors (No written reports received at time of publication of agenda).
- 7. Report from the County Councillor for the Ilminster Division**

To receive a report from the County Councillor. (To follow)
- 8. Reports from Representatives on Outside Bodies**

To receive reports from Representatives on Outside Bodies. (No written reports received at time of publication of agenda).
- 10. Resources Committee Recommendations**

To receive any recommendations from the Resources Committee held on 5 April 2016 (To Follow)
- 11. Insurance Renewal**

To receive information on the Town Council's renewal of insurance. (To Follow)
- 12. Review of Councillor Surgeries and Feedback Meeting**

To review the trial period of Councillor Surgeries and the Feedback Meeting and decide a) if they are to continue and b) if they are to continue the framework and operating arrangements.
- 13. Queen's 90<sup>th</sup> Birthday Celebrations**

To receive an update from the Working Group on arrangements to celebrate Her Majesty The Queen's 90<sup>th</sup> birthday.
- 14. Cemetery Lodge**

To consider appointing a building consultant to assist the Town Council in making decisions regarding work to the Cemetery Lodge (To Follow)
- 15. Project Plan**

To consider progress on the project plan and whether any changes are necessary. (To Follow)
- 16. Authorisation of Payments and Notifications of Virements.**
  - a) The Schedule of Payments for authorisation is attached for Council's approval. (To Follow)