

ILMINSTER TOWN COUNCIL

Council Offices
North Street
ILMINSTER
Somerset
TA19 0DG



Tel: 01460 52149
Fax: 01460 55642
e-mail: town.council@ilminster.gov.uk

Town Clerk: **Joy Norris**

The Annual Meeting of the Town Council will take place on **Tuesday 13th May 2014** 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 Town Clerk 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

Date:

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. Appointment of Mayor**
To elect the Mayor for the period to May 2015
- 4. Declaration of Acceptance of Office**
To receive the Declaration of Acceptance of Office by the Mayor

5. Appointment of Deputy Mayor

To appoint the Deputy Mayor for the period to May 2015

6. Minutes

- a) To confirm the minutes of the meeting held on **8th April 2014** as a correct record.
- b) To consider the office Action Plan relating to the Town Council Meetings.

7. Appointment of Committees and Committee Chairs & Vice Chairs

- a) Open Spaces
- b) Planning, Highways and Transport Committee
- c) Resources

8. Appointment of Representatives to Outside Bodies

To appoint representatives to various organisations; a list of the organisations and the current representative is attached.

9. Appointment of Cheque Signatories

To appoint Councillors as signatories to the Town Council's bank account; a list of the current signatories is attached.

10. Calendar of Meetings 2014/15

It is usual practice for the annual council meeting to approve the calendar of meetings for the municipal year as the committee working group has yet to consider the frequency of meetings a calendar for 2014/15 has not yet been compiled. In order to facilitate decision making in the short term Council agreed to schedule one cycle of meetings, the proposed dates are as follows:

Council	24 June
Planning, Highways and Transport	20 May, 17 June
Open Spaces	3 rd June
Resources	10 June

11. 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 8th April 2014 and 13th May 2014.

- Thursday 10th April 2014 Alzheimer's Society 'Singing for the Brain' event at Muchelney House
- Monday 14th April 2014 Little boots Day Nursery Grand Opening
- Thursday 24th April 2014 Jaspers Bistro 'Business Opening'
- Sunday 27th April 2014 Ilminster Scout Group 'St Georges Day Parade'
- Saturday 3rd May 2014 'Mayor of Frome's 'Garden Party'
- Thursday 8th May 2014 Taunton Deane Borough Council 'Annual Meeting and Mayor Making Ceremony' at The Taunton Rugby Club, Hyde Lane, Bathpool, Taunton
- Monday 28th April 2014 Royal British Legion 'Awards ceremony' at the Minster Rooms, Ilminster

12. Police Report

Ilminster Beat Report – May 2014

13. Report from the County Councillor for the Iminster Division

To receive a report from the County Councillor
County Councillor Report April 2014 – Cllr Linda Vjeh

14. Reports from District Councillors

To receive reports from District Councillors

15. Reports from Representatives on Outside Bodies

To receive reports from Representatives on Outside Bodies.

16. Resources Committee

The Chair of the Resources Committee will present recommendations made by the Committee meeting held on the **29th April 2014**.

17. Recommendations regarding Open Spaces Review

To consider recommendations regarding licences between the Town Council and the Sports Club.

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
6/14	04.04.14	Local Plan Temporary Road Closure Bere Mills Lane and Watery Lane Donyatt Winterhay Lane Work on the Rec & Herne Hill
7/14	28.04.14	Annual Town Meeting Reminder June Funfair Police & Crime Commissioner newsletter Iminster New Street Names Beech Tree Planting Staffing Winterhay Lane