ILMINSTER TOWN COUNCIL

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Town Clerk: Joy Norris

6th August 2013

Dear Councillor

A meeting of the **OPEN SPACES COMMITTEE** which you are summoned to attend will be held on **Tuesday 13th August 2013 at 19:30hrs**. The meeting will be held in the Council Chamber, Council Offices, North Street, Ilminster.

The business to be transacted at the meeting is outlined on the Agenda below. Any reports listed as "to follow" will be made available as soon as possible, and in any event at least 30 minutes before the start of the meeting.

Yours sincerely

pp Joy Norris
Town Clerk

OPEN SPACES 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 interest.

3. **Minutes.**
   a) To confirm the minutes of the meeting held on 2nd July 2013 and 23rd July 2013 as a correct record.
   b) To consider the action list relating to the Open Spaces committee (attached)

4. **Wardens Report.**
   To receive the report from the Senior Open Spaces Warden about recent warden activities in Ilminster. (report attached).

5. **Financial comparison**
   To receive information about the Open Spaces expenditure and commitments to date when compared with the 2013/14 budget (attached).

6. **Provision for Seats and Bins**
   To consider provisions for seats and bins (report to follow).

7. **Weed killing on the Recreation Ground**
   To consider the quotation for weed killing on the recreation ground (report to follow).

8. **Herne Hill Advisory Group Update**
   To report on the Herne Hill Advisory Group meeting.

9. **Parking Restrictions in West Street**
   To consider parking restrictions in West Street.

10. **District Council Land Adoption Update**
    To update the committee on the District Council's land adoption policy.

11. **Water Supply at the Cemetery**
    To consider the quotations received to install a water supply at the cemetery.

12. **Update on Cemetery Administration**
    To receive the Town Clerk's report on cemetery administration

13. **Cemetery Wall.**
    To recommend that quotations for rebuilding the cemetery wall are taken direct to Full Council for approval.

Agenda No 3a

ILMINSTER TOWN COUNCIL
OPEN SPACES COMMITTEE MINUTES

Minutes of a meeting of the **OPEN SPACES COMMITTEE** held in the Council Chamber, Ilminster on Tuesday 2nd July 2013 at 19:30hrs

Present:
Chairman: Cllr C Goodall
Councillors: Cllr A Lawson, Cllr D Miller, Cllr J Pallister, Cllr A Shearman, Cllr S Shepherd, Cllr J Sothern, Cllr S Storey, Cllr R Swann, Cllr E J Taylor and Cllr L Vijeh

In Attendance
Officers: Mrs M Clayton (Senior Administrator), Mr A Hensher (Open Spaces Warden), Miss J Norris (Town Clerk)

Members of the Public
One member of the public attended this meeting.

9. Apologies for absence
Apologies for absence were received from Councillor S Austin and Councillor P Burton

10. Declarations of Interest
The declarations of Interest given in the table below were made.

Name	Minute No	Agenda Item	Type of Interest	Nature of Interest
Cllr J Pallister	02.07.13	7 & 14	Personal	Member of the Sports Club
Cllr A Shearman	02.07.13	10	Personal	School Governor
Cllr R Swann	02.07.13	10	Personal	School Governor

11. Minutes.

RESOLVED

a) to confirm that the minutes of the meeting held on 21st May 2013 as a correct record.

b) to update the action list relating to the Open Spaces committee.

Issues discussed included:

- The additional guttering items purchased for the cricket pavilion.
- The fencing expenditure approved for the Winterhay Lane recreation field may need to be increased if the Town Council decides to install a metal security fence. This is all subject to the ownership of the fence being established.

RESOLVED to RECOMMEND that a reimbursement of £43.20 be made for the additional guttering items purchased for the pavilion, on the understanding that future purchases must be made via the office, otherwise monies will not be refunded.

12. Election of Vice-Chair.

RESOLVED that Councillor Pallister is elected as Vice-Chair of the Open Spaces Committee.

Chair's initials

13. Wardens Report.

The Committee considered the report from the Senior Open Spaces Warden about recent open spaces activities in Ilminster. Issues discussed during consideration of this agenda item included:

- The Wardens have started work on the 'view point' at Herne Hill. At present there is no intention to involve contractors to carry out any of the work.

RESOLVED that the report is noted

14. Financial Comparison

The Committee received information about the Open Spaces expenditure and commitments to date when compared with the 2013/14 budget. Discussions included the following:

- The Town Clerk explained that the format of the financial comparison sheet has been changed in accordance with the suggestions from the Finance and Policy Committee.
- The items which are showing some concern will be raised with the Deputy Clerk on Monday 8th July, and the Councillors will be informed of the outcome of that discussion.

15. Open Spaces Review

The Town Clerk updated the Committee on the Open Spaces review, which included the following:

- The consultations with the various sports clubs and the Town Council staff have been completed, and South Somerset District Council Officers are in the process of producing a report.
- The Open Spaces Review questionnaires have been sent out, and so far 147 completed questionnaires had been received.
- The Topographical Survey is scheduled to start, week commencing 8 July 2013, weather permitting.
- On Tuesday 25th June and Thursday 27th June, consultation events were set up in the recreation ground. Comments and suggestions about the recreation grounds were received from a wide range of community members.
- An extra meeting, which will have a one item agenda, is being planned for the week commencing 22nd July 2013. This meeting will enable Members to speak with the Officers from South Somerset District Council regarding the Open Spaces Review Report. Recommendations will be taken to the Full Council meeting on 30th July 2013.

16. Winterhay Lane Project

The Chair updated the Members on the Winterhay Lane play area project and the progress that is being made by the Youth Council so far.
The Committee agreed this was a superb way to involve the younger community of Ilminster and look forward to receiving their presentation.

17. Muddy area of pathway at Herne Hill

The Committee considered suggestions to improve the muddy area of pathway at Herne Hill. Discussions included the following:

- Channels will be made in the side of the pathway to drain water away from the path
- Scalpings cannot be used on the path as this is not a nature fill
- The path will need to be scraped back to allow the grass to grow.
- Pruning of the trees and shrubs will help the light and air to dry out pathway

Chair's initials

18. School Competitions

The Committee was asked to appoint judges for the school competitions.

RESOLVED that

a) Councillor Storey and Councillor Vijeh were appointed as judges for the miniature garden competition at Greenfylde School

b) Councillor Sothern and Councillor Swann were appointed as judges for the 'design a skateboard' competition at Swanmead School.

19. Strawberry Bank

The Chair of Open Spaces reported on possible changes to the planting arrangements along Strawberry Bank. Issues discussed during consideration of this agenda item (and also with reference to agenda item number 21) included:

- The floral displays, in the Belfast sinks, are not noticeable from the road and therefore replacing these planters will now be considered with the proposal for the new planters at 'the Triangle' Ditton Street and Swan Precinct
- The Market Town Investment Group's theme is 'Facelift', so planters for the entrances to the town would follow this theme.
- Other areas that need attention in the town are the railings and iron work, which needs repainting, and work needs to be done to improve the pumps
- Station Road roundabout needs to be made more attractive and it was suggested that bulbs could be planted. However, permission may be required from Somerset County Council.

20. Churchyard Railings

The Members were asked to consider quotations received to paint the railings around the Churchyard. Issues discussed during this consideration of this agenda item included:

- Confirmation is needed to show that it is the Town Council's responsibility to maintain the church railings
- Volunteers in the past have painted the railings
- The Wardens have been painting sections of the railings each year, but it would be beneficial to employ a contractor to do the whole railings

RESOLVED

(i) The Town Clerk check's the Council's responsibility to maintain the railings

(ii) Three quotations are sought for painting all the railings around the Minster churchyard

21. Market Town Investment Group.

Councillor Taylor reported on the recent meeting of the Market Town Investment Group. Points highlighted were:

- The items mentioned above in minute number 20 – the Facelift to the town
- The South Somerset Market Towns App has been set up. Nine market towns are on the app which goes live this month. Each town has an administrator who can update information. Social media is built into the app and once it 'goes live' there may be an opportunity to have a demonstration evening for Members to learn how to use it.

22. Weed Killing at the Recreation Ground.

The Committee was asked to consider the quotations received for weed killing to be carried out to the recreation Fields

Chair's initials

The Town Clerk informed members that only one quote has been received, due to the size of the area that needs to be treated. This matter will be considered at a future meeting when additional quotations have been sought.

23. Water Supply at the Cemetery

The Committee was asked to consider the quotations received for the installation of a water supply at the cemetery

The Town Clerk informed members that one quote has been received, and we are waiting for the other two. In the meantime the Wardens have put a big water trough down the far end of the cemetery and are making sure it is keep full.

24. Cemetery Lodge – Tenants Contract Renewal

The Committee considered a request from the tenants of the Cemetery lodge to have a rolling month to month contract. Issues discussed during consideration of this agenda item included:

- The Letting Agency believes it is a satisfactory request to have a rolling month to month contract
- No fees will be involved with changing the contract
- The contract will only be changed for the current tenants

RESOLVED TO RECOMMEND that the Town Council agrees to the tenant's request to have a rolling month to month contract on the cemetery lodge.

25. Flower Trough at Sea Road

The Committee was asked to consider moving the flower trough at Sea Road onto the area owned by Gooch and Housgo. The Open Spaces warden has spoken to Gooch and Housgo and they have given their permission for this to be done.

RESOLVED TO RECOMMEND that the Town Council moves the flower trough at Sea Road onto the land owned by Gooch and Housgo, subject to their written permission.

26. Fixed barrier encircling the pitch – Football Club

The Committee was informed of the Football Club's intention to install a fixed barrier encircling the football pitch. The installation of the additional guard rails, to form "a respect line" is covered by the existing licence agreement between the Town Council and the Football Club and it is a requirement the Somerset County league for all teams in the Premier league to have fixed railings all around the pitch for this season coming 2013/14.

27. Request to use Recreation Ground/ Britten's Field

The Town Clerk provided information on a request to use the recreation ground/Britten's Field

RESOLVED that the Town Council grants permission for a named individual to use the recreation ground or Britten's Field to land a paraglider.

28. Exclusion of Press and Public

RESOLVED to exclude the press and public from the meeting so that Councillors could receive legal advice.

29. Legal Advice regarding the covenant of the cemetery wall.

The Town Clerk informed the Committee of legal advice recently obtained regarding the covenant about the cemetery walls / fencing contained in the 1913 conveyance.

The meeting closed at 21:27 hours

Chair's Signature and Date

DRAFT

Agenda No 3a

ILMINSTER TOWN COUNCIL
OPEN SPACES COMMITTEE MINUTES

Minutes of a meeting of the **OPEN SPACES COMMITTEE** held in the Minster Rooms, Court Barton, Ilminster on Tuesday 23rd July 2013 at 19:30hrs

Present:
Chairman: Cllr C Goodall
Councillors: Cllr A Lawson, Cllr D Miller, Cllr J Pallister, Cllr A Shearman, Cllr S Shepherd, Cllr J Sothern, Cllr S Storey, Cllr R Swann, Cllr E J Taylor

In Attendance
Officers: Mr Tony Jones (Open Spaces Warden), Miss N McIntosh (Administrative Assistant) Miss J Norris (Town Clerk), Mrs M Shelley, (Deputy Town Clerk)

Members of the Public
Eleven members of the public attended this meeting.

30. Apologies for absence
Apologies for absence were received from Councillor Austin, Burton and Vijeh

31. Declarations of Interest
The declarations of Interest given in the table below were made.

Name	Minute No	Agenda Item	Type of Interest	Nature of Interest
Cllr J Pallister	33	4	Personal	Member of the Cricket & Sports Club
Cllr A Shearman	32	3	Personal	Part time SCC
Cllr S Shepherd	33	4	Personal	Cricket Club
Cllr S Storey	33	4	Personal	Town Football Club member

32. Application to Somerset County Council for Flood Alleviation Grant
The Councillors were asked by the Chair of Open Spaces to consider working with residents to design a flood alleviation project and applying to Somerset County Council for a joint flood alleviation grant for its implementation.

Mr Rafell, was invited by the Chair to address the meeting. He reported that a group called the "West Ilminster Flood Alleviation Group" has been formed. The members of this group have been affected by flooding, especially the area of Holway House Park & Station Road. Their first project is to submit a grant application to assist with the flooding problem affecting their properties and they are willing to do this jointly with the Town Council.

The Clerk informed the Committee that Somerset County Council had indicated outline applications submitted by Friday 26th July 2013 could have detail added at a later date. The Clerk expressed that she felt it was very important to work with residents to put in place measures to prevent flooding and reported that the MP David Laws was also very supportive.
The Mayor supported the idea of working together with local residents and felt it was important to secure any available money.

Chair's initials

RESOLVED that a joint grant application from the Town Council and local residents be submitted to Somerset County Council

RESOLVED TO RECOMMEND TO COUNCIL

(i) that the Town Council contributes 20% of the cost of the works to a maximum amount of £5,000
(ii) that the expenditure is taken from Reserves
(iii) that the Council uses its powers under S137 of the Local Government Act 1972 to make the agreed expenditure

33. Open Spaces Review

The Town Clerk and the Community Health and Leisure Manager from South Somerset District Council asked the committee to consider the information collected from the consultation with stakeholders and the public and make recommendations to Council on the way forward.

The Chair invited any members of the public present to address the Committee on the subject of the open spaces review. Mr Sainsbury spoke on behalf of the Cricket Club and said that they were keen to improve their facilities and stressed the importance of the any consultation being conducted via the Cricket club Committee rather than with any individual cricket club member.

The Clerk reported on the Open Spaces consultation, the analysis showed a minimum 4% return rate. The main feedback from the local community was more benches and play equipment were needed.
The Clerk suggested that when a preferred layout had been determined further consultation would be necessary.
South Somerset District Council's (SSDC) Community Health & Leisure Manager explained the developer capital contributions money, known as "106 money" that is currently being held by SSDC and available for use in Ilminster. SSDC are willing to assist and advise with the Open Spaces Review but it is for the Town Council to lead the review.
The Town Council will need to apply for the use of the 106 money and in order for an application to be successful any application will need to demonstrate how it will assist the Town Council to move towards its vision for the open spaces. Therefore having a "master plan" which shows what the Council is intending to achieve over a period of time is essential.
The Committee were also advised that the 106 money can be used as a lever to help secure additional capital funding.

RECOMMENDED TO COUNCIL

(i) That the Terms of Reference for the Open Spaces Review Group be amended as shown on Appendix A to these minutes
(ii) That the Town Council obtains professional advice to assist with the design of a master plan for the Wharf Lane Recreation Area and Britten's Field and
(iii) That the Council approves the brief to be provided to potential advisors
(iv) that an application is made to South Somerset District Council to fund the cost of the professional advice from S106 monies, which has provisionally been allocated for use in Ilminster.

Chair's initials

34. Market Town Investment Group

The Committee considered the Town Council's application for a grant from the "portas pot" for planters at various locations in the town and the future implications of a successful bid.

RECOMMENDED TO COUNCIL

(i) That the Council makes a contribution to the Portas Project Proposal (based on the themes of Town Image and Community Facelift) and recognises that such contributions can be work in kind

(ii) That the Town Council develops a sponsorship policy

(iii) That the Town Council actively seeks sponsorship from businesses in the town

(iv) That the Town Council recognises the proposal will require ongoing resources to be provided e.g. labour and finance.

The meeting closed at 21:30 hours

Chair's Signature and Date

DRAFT

Action List for meeting on 13th August 2013

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
1	O.S 11.12.12	**Safety Surfaces** Item 8 Item 8	Need to measure the area at the side of the skate park and obtain quotes	Marilyn/ Tony/ Michelle	1)Waiting for measurement. 2)Measurements rec'd – awaiting quotes 3)Rec'd prices but now need to include other smaller areas. 4) Waiting for sizes of all areas from Tony 5) Sizes received – Working out how much to order and which will work out as the cheapest (as at 02.08.13)	
2	OS 31.01.13	**MTIG** Item 6	**RESOLVED** that The Chair discusses potential projects with the Town Clerk, and compiles a list, which will be sent out to councillors for their comments.(MTIG)	Cllr Goodall/ Joy	In the process of compiling list	List Done **COMPLETE**
3	OS 31.01.13	**Workshop Entrance** Item 10	Town Clerk to approach Cricket Club to see if they will contribute towards the cost of replacing the surfacing outside the workshop entrances • Prices obtained for the work needed to be done for the area outside the Cricket Club's entrance • Need to obtain more up to date quotes for all the areas that need new matting surface • Need to obtain quotes for concrete to be laid instead of matting • Arrange for the Committee to view other local areas that	Joy	**On hold pending Open Spaces Review**	

Agenda No 3b

Action List for meeting on 13th August 2013

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
			use this matting • Find out the life expectancy of the matting			
4	OS 05.03.13	Item 9 **Digging Cremation Plots**	**RESOLVED** i) that the existing cemetery rules and regulations should be more robustly enforced ii) that the Town Clerk reports back to the Committee in 3 months time advising of any continuing problems	Joy	Ongoing Report back in June 2013	Due to be put on agenda in August 2) Update on Cemetery admin to go to OS meeting on 13.08.13 **COMPLETE**
5	OS 23.04.13	Item 4 **Warden's Report**	Quotations for Weed Killing work – Once all quotation back, this matter will need to be discussed at Open Spaces	Joy/ Marilyn/ Michelle	To add to OS agenda planner	Added to agenda planner 14.05.13 Waiting for quotes 23.04.13 One quote rec'd 02.05.13 Contact ed 3 other organisations and they have all informed us that the job is too big. They all advised us to contact Complete Weed Control. Take to OS meeting on 13.08.13 **COMPLETE**

Action List for meeting on 13th August 2013

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
6	OS 23.04.13	Item 9 **Planting of the area known as'the Triangle'.**	Report back to Councillors when ownership of the land has been established	Joy	1) Waiting to hear from SCC 23.04.13 2) Cllr Vijeh will chase up on our behalf – 21.05.13 3) Cllr Vijeh sent email with a plan of the site. – Joy looking at this information 4) Confirmation that the land belongs to SCC	**COMPLETE**
7	OS 23.04.13	Item 12 **Water Supply at the cemetery**	**RESOLVED** that the Town Clerk obtains quotations for a new water supply for the cemetery.	Joy/ Marilyn/ Michelle	To obtain quotes	1) One quote rec'd 2)Awaiting others 3) Still waiting for the 3rd quote – should be available by Tues 6th August?
8	OS 23.04.13	Item 13 **Cemetery lodge**	**RESOLVED** that the Town Clerk obtains quotations for the repairs to the minor internal and exterior cracks of the cemetery lodge.	Marilyn	To obtain quotes	1) Awaiting quotes 2) One quote rec'd 3) Chasing up other companies – 02.08.13
9	OS 02.07.13 **11**	**Additinal guttering for the pavilion**	**RESOLVED to RECOMMEND** that a reimbursement of £43.20 be made, for the additional guttering items purchased for the pavilion, on the understanding that future purchases must be made via the office, otherwise monies will not be refunded.	Joy	To be taken to Full Council on 30.07.13	**COMPLETE**
10	OS 02.07.13 **12**	**Election of Vice-Chair**	1)Update records and lists to show Councillor Pallister as Vice Chair for the Open Spaces Committee. 2)Send schedule of agenda planning dates	Michelle /Nikki	Lists updated and schedule given to Cllr Pallister	**COMPLETE**

Action List for meeting on 13th August 2013

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
11	OS 02.07.13 **14**	**Financial Comparison**	Speak to the Deputy Clerk about the items that are showing some concern and then email Councillors with details	Joy	1) Deputy Clerk back on 08.07.13 2) Members given details of expenditure	**COMPLETE**
12	OS 02.07.13 **15**	**Open Spaces Review**	Arrange an extra meeting , with a one item agenda to discuss the Open Spaces Review report	Joy	Meeting arranged for 23.07.13, planning meeting moved to 22.07.13	**COMPLETE**
13	OS 02.07.13 **18**	**School Competitions**	**RESOLVED** that 1) Councillor Storey and Councillor Vijeh were appointed as judges for the miniature garden competition at Greenfylde School 2) Councillor Sothern and Councillor Swann were appointed as judges for the 'design a skateboard' competition at Swanmead School. **Need to update records and inform the school** **Nearer the time inform judges of details**	Nikki	Nikki noted records	**COMPLETE**
14	OS 02.07.13 **19 & 21**	**Strawberry Bank-Planters and MTIG**	See if we need permission to plant bulbs on the roundabout at Station Road – What planting can or cannot be done on the roundabout?	Joy/ Michelle		
15	OS 02.07.13 **20**	**Churchyard Railings**	**RESOLVED** a)The Town Clerk checks the Council's responsibility to maintain the railings b) Three quotations are sought for painting all the railings around the Minster churchyard.	Joy/ Michelle	Emailed Cllrs with a document which shows the church railings are the Town Council's responsibility to paint. One Quote received	

Action List for meeting on 13th August 2013

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
					03.07.13, still waiting for others	
16	OS 02.07.13 **24**	**Cemetery Lodge - Tenants Contract Renewal**	**RESOLVED TO RECOMMEND** that the Town Council agrees to the tenants request to have a rolling month to month contract on the cemetery lodge.	Joy	To be taken to Full Council on 30.07.13	**COMPLETE**
17	OS 02.07.13 **25**	**Flower Trough at Sea Road**	**RESOLVED TO RECOMMEND** that the Town Council moves the flower trough at Sea Road onto the land owned by Gooch and Housgo, subject to their written permission	Joy	To be taken to Full Council on 30.07.13	**COMPLETE**
18	OS 02.07.13 **25**	**Flower Trough at Sea Road**	Get written permission from Gooch and Housgo	Joy/ Michelle	1)Misunderstanding over ownership 2) finding out who owns land and getting written permission	
19	OS 02.07.13 **27**	**Request to use recreation ground/ Britten's Field**	**RESOLVED** that the Town Council grants permission for a named individual to use the recreation ground or Britten's Field to land a paraglider	Joy	Emailed the named individual granting permission 03.07.13	**COMPLETE**
20	OS 02.07.13 **27**	**Request to use recreation ground/ Britten's Field**	**Reply to Cllr Miller's email re .Access to Britten's Field**	Joy	Cllr Miller came to office to look through documents	**COMPLETE**

Open Spaces Resolutions Progress Chart as at 06.08.13

No	Committee Minute Date andTopic	Resolution	Date Approved at Full Council Meeting	Progress to date
1	**Warden's Workshop** OS 23.10.12	Resolved the delegated authority is given to the Town Clerk to take appropriate measures for securing the wardens equipment store and expenditure incurred to be within the financial limits given in the standing orders	04.12.12	1) Waiting to see what happens with the Rec Review
2	**Toilet Block Guttering** OS 23.10.12	Resolved that delegated authority is given to the Town Clerk to purchase galvanised guttering for the toilet block at a cost not exceeding £600 +VAT	04.12.12	1) Guttering purchased 07.01.13 2) Additional items needed - ordered 11.06.13 3) In the process of installing guttering – 01.07.13 4) Guttering installed 31.07.13 **COMPLETE**
3	**Winterhay Lane Recreation Ground FENCING** OS 23.10.12	Resolved that subject to the ownership of the fence being confirmed in writing, as to belonging to Ilminster Town Council, the Town Clerk is given delegated authority to order the supply and erection of the fencing for a cost not exceeding £650.00 + VAT.	04.12.12	1) Quotes obtained 2) Waiting for SSDC to confirm ownership
4	**Rec Review Group** TC 04.12.12 and **Ground Work at Recreation Ground Drainage Work** OS 23.04.132.12	**RESOLVED** that 3 quotations should be sought for land drainage of the area used by the fair and laying grounds matting on the area for access by the fair, based on the herringbone design considered by the Review Group **RESOLVED** that the Town Clerk has delegated authority to accept the lowest quotation for the drainage work to be carried out to the area between the football ground and The Mead on the understanding with the Contractor that 40mm stones are used instead of 20mm stones.	04.12.12 07.05.13	1) Order raised 09.05.13 2) Waiting for Insurance documents 3) Insurance documents received 14.05.13 4) Order sent 20.05.13
5	**Rec Review Group** TC 04.12.12	Resolved that the terms of reference for the Open Spaces Review Group as appended in these minutes be approved	04.12.12	1) Approved terms of reference 2) **COMPLETE**
6	**Rec Review**	Resolved that the Council endorses the principle of	04.12.12	1) Meeting took place on 24.01.13

Open Spaces Resolutions Progress Chart as at 06.08.13

No	Committee Minute Date andTopic	Resolution	Date Approved at Full Council Meeting	Progress to date
	Group TC 04.12.12	having a consultation event with the football and sports clubs, including the youth sections, to establish their current use of the Wharf Lane Recreation Ground and their aspirations for the future		2) **COMPLETE**
7	**Use of Recreation Ground FUNFAIR** OS 05.03.13	Resolved that 1) subject to a satisfactory plan being received the funfair be offered Brittens Field in June. 2) the location for the fair in October be considered again when the schedule for the work on the Rec is known	26.03.13	1) Waiting for layout plans from Marshall Herbert 2) Plans received 03.04.13 3) Layout for Fair in June approved on 07.05.13 4) Layout for October will need to be approved at a later date. Put on agenda planner for Open Spaces Committee 5) Due to go to Open Spaces Committee in August 6) The Town Clerk will update members regarding the position of the fair for October – This does not need to be taken to committee for approval 02.08.13 7) **COMPLETE**
8	**Summer Competitions** OS 05.03.13	Resolved that 1) The scarecrow competition is organised to coincide with the Ilminster Experience event 2) That the only floral competitions will be those for Greenfylde and Swanmead Schools	26.03.13	1) Posters and application forms for scarecrow competition done 2) Poster for scarecrow competition on notice board and website 3) Judges for the scarecrow competition picked at OS Committee meeting on 23.04.13 4) Miniature Gardens and Skateboard Competitions – Entry forms done on 21.06.13 5) Miniature gardens competition complete. Prizes given out 6) Skateboard competition complete. Prizes given out. 7) Invoice raised to Gooch & Housego for contribution towards prizes. 8) Order raised for Scarecrow competition prizes on 30.07.13

Open Spaces Resolutions Progress Chart as at 06.08.13

No	Committee Minute Date andTopic	Resolution	Date Approved at Full Council Meeting	Progress to date
9	**Planting of area known as 'the Triangle'** OS 23.04.13	Resolved that the Town Council makes a bid to the Market Town Investment Group for planters for the area known as the Triangle, Swan Precinct and Ditton Street	07.05.13	1. Bid to include planters for Strawberry Bank(as reported at OS meeting on 02/07/13 2. Project lists completed 3. Ownership established – Owned by SCC 4. Taken to Full Council on 30.07.13 with additional recommendations 5. See Resolution on 30.07.13 for further developments 6. **COMPLETE**
10	**Ilminster Angling Association's request** OS 23.04.13	Resolved that the Council allow the Ilminster Angling Association to introduce 200 F1 Carp to the canal subject to the following conditions: **i)** that the Angling Association provide, install and maintain, at their cost, a grill structure to a design to be approved by the Town Clerk who will take advice from the Environment Agency **ii)** that the weed maintenance is carried out regularly to prevent the fish from dying and to prevent the outlet pipe from becoming blocked.	07.05.13	1) In process of speaking to the Environment Agency
11	**Topographical Survey** OS 21.05.13	Resolved that the Town Clerk has delegated authority, after consultations with the Chair of Open Spaces and the appropriate Officers at SSDC, to accept the best value quotation for the topographical survey, subject to references being obtained.	18.06.13	1) Three quotations obtained 2) Request for references for the contractor chosen to carry out the work. 3) Reference received back 20.06.13 4) Order raised on 27.06.13 for area A 5) Due to start work w/b 08.07.13 6) On site 04.07.13 7) Back on site on w/c 5th August 2013 to complete survey

Open Spaces Resolutions Progress Chart as at 06.08.13

No	Committee Minute Date andTopic	Resolution	Date Approved at Full Council Meeting	Progress to date
12	**Removal of metal balance beam** OS 21.05.13	Resolved that **i)** the metal balance beam at the Children's play area is removed due to health and safety reasons. **ii)** the Open Spaces Wardens replace the metal balance beam with a wooden balance beam to be designed and constructed by the Wardens.	18.06.13	1) The Senior Warden is looking at different options to replace the metal beam
13	**Additional guttering for the pavilion** OS 23.07.13	**RESOLVED** that a reimbursement of £43.20 be made for the additional guttering items purchased for the pavilion, on the understanding that future purchases must be made via the office, otherwise monies will not be refunded.	30.07.13	1) Cheque raised on 06.08.13 2) **COMPLETE**
14	**Flower Trough at Sea Road** OS 23.07.13	**RESOLVED TO RECOMMEND** that the Town Council moves the flower trough at Sea Road onto the land owned by Gooch and Housego, subject to their written permission	30.07.13	1) There has been a misunderstanding over ownership of the land, therefore we are finding out who owns the land and asking them for written permission to move the trough (as at 02.08.13)
15	**Flooding Alleviation Grant** TC 30.07.13	**RESOLVED** that: i) the Town Council contributes 20% of the costs of the works to a maximum amount of £5,000. ii) that the expenditure is taken from the Reserves. **iii)** that the Council uses its powers under S137 of the Local Government Act 1972 to make the agreed expenditure.	30.07.13	1)
16	**Open Spaces Review** TC 30.07.13	**RESOLVED** that: i) that the Terms of Reference for the Open Spaces Review Group be amended as shown on Appendix A	30.07.13	1)

Open Spaces Resolutions Progress Chart as at 06.08.13

No	Committee Minute Date andTopic	Resolution	Date Approved at Full Council Meeting	Progress to date
		ii) that the Town Council obtains professional advice to assist with the design of a master plan for the Wharf Lane Recreation Area and Britten's Field and iii) the Council approves the brief for a landscape designer to provide assistance in creating a master plan for the Wharf Lane Recreation area and Britten's Field with the exception of the project. iv) the Town Clerk is given delegated authority, following consultation with the chairs of the Open Spaces Committee, and the Finance and Policy Committee, to approve the project background and photos section of the project brief for a designer. v) that an application is made to South Somerset District Council to fund the cost of the professional advice from S106 monies, which has provisionally been allocated for use in Ilminster.		
17	**Market Town Investment** TC 30.07.13	**RESOLVED** that: i) that the Council makes a contribution to the Portas Project Proposal (based on the themes of Town Image and Community Facelift) and recognises that such contributions can be work in kind. ii) that the Town Council develops a sponsorship policy. iii) that the Town Council actively seeks sponsorship from businesses in the town. **iv)** that the Town Council recognises the proposal will require on-going resources to be provided e.g. labour and finance.		1)

Cemetery Resolutions Progress Chart as at 06.08.13

No	Committee Minute Date andTopic	Resolution	Date Approved at Full Council Meeting	Progress to date
1	**Rebuilding of Cemetery Wall** OS 21.05.13	Resolved that the Town Council no longer asks for a contribution from the neighbours of the cemetery, towards the costs of removing the cemetery wall.	18.05.13	
2	**Cemetery Lodge - Tenants Contract Renewal** OS 23.07.13	**RESOLVED TO RECOMMEND** that the Town Council agrees to the tenants request to have a rolling month to month contract on the cemetery lodge.	30.07.13	1) Elder Froy have been informed of the decision 2) **COMPLETE**

Market House Resolutions Progress Chart as at 06.08.13

No	Committee Minute Date andTopic	Resolution	Date Approved at Full Council Meeting	Progress to date
1	**Markey House Surveys** OS 11.12.12	Resolved that 1. The Town Clerk attempts to obtain three quotations for both the architectural survey of the market house and the asbestos survey. 2. Subject to satisfactory quotations being obtained the Town Clerk has delegated authority to engage a qualified surveyor to carry out an architectural survey on the market house at a cost not exceeding £680 +vat and asbestos survey on the Council's properties at a cost not exceeding £600+ vat	05.02.13	1) Asbestos survey carried out on 21.02.13 2) Still waiting for quotes for Architectural survey to be carried out.(as at 06.08.13)
2	**Market House Selling Food** F&P 04.06.13	Resolved that Axminster Tools have permission to sell and cook sausages in the Market House as part of a staff team building exercise subject to them having the appropriate food hygiene requirements in place	18.06.13	1) Unsure if Axminster Tools will be needing the Market House for this exercise now.

Agenda no 4

Wardens Report for OS Meeting on 13.08.13

Since the last report for the meeting on 02.07.13

The Open Spaces Wardens have:

- Been busy cutting grass in all our areas
- Made a new bench base and fitted a new bench outside the meeting house
- Fitted the toilet block guttering and down pipes.
- Fitted a new Perspex window to the toilet block
- Removed the Toddlers fence and re fitted the red self closings gate at the bottom of the ramp. The Wardens hope to fit the other gate at the other slope
- Fitted 3 new benches and bases in Britten's field along with a new bin
- Fitted a new floor on the trailer
- Cleared broken glass from the play area and play equipment filling 3 bags. This matter was reported to Andy Stewart

The Senior Warden has also reported the following:

- That the cemetery wall has been taken down and replaced with a temporary fence.
- Corry is now over halfway through his college coursework. The Senior Warden and his tutor are pleased with his progress.

Report prepared on 05.08.13

FINANCIAL MONITORING
as at 05.08.13 for OS meeting on 13.08.13

Head-ing No	Heading	Budget 2013/2014	Actual 05.08.13	Balance	Committed	Balance inc Committed	Comments
	Open Spaces Income						
412	Grants	£1,660.00	£0.00	£1,660.00			
421	Donations	£0.00	£678.00	-£678.00			
430	Rents	£5,520.00	£1,796.38	£3,723.62			
431	Claims	£0.00	£0.00	£0.00			
432	Miscellaneous	£0.00	£18.00	-£18.00			
		£7,180.00	**£2,492.38**	**£4,687.62**	**£0.00**	**£4,687.62**	
	Open Spaces Expenditure						
550	Employees	£52,605.00	£16,228.40	£36,376.60		£36,376.60	
551	Training	£1,000.00	£66.25	£933.75		£933.75	
552	Health & Safety	£640.00	£262.44	£377.56	£99.24	£278.32	
554	Insurance	£3,700.00	£0.00	£3,700.00		£3,700.00	*Now have split - need to allocate costs
555	Vehicle Insurance	£395.00	£0.00	£395.00		£395.00	*Now have split - need to allocate costs
556	Play Equipment Inspection	£395.00	£0.00	£395.00		£395.00	
558	Services/Rents	£4,600.00	£2,384.72	£2,215.28		£2,215.28	
559	Fuel	£2,100.00	£282.79	£1,817.21	£164.86	£1,652.35	
560	Purchases	£6,950.00	£1,105.03	£5,844.97	£326.80	£5,518.17	
561	Maintenance	£4,775.00	£800.05	£3,974.95	£203.20	£3,771.75	
563	Toilets	£3,730.00	£1,167.53	£2,562.47		£2,562.47	
574	Miscellaneous	£0.00	£36.83	-£36.83	£111.84	-£148.67	*Dog bags
580	Reserves	£32,194.00	£0.00	£32,194.00		£32,194.00	*Money put into reserves/renewals 'pot' for this year
585	Contingency/Unallocated	£15,000.00	£0.00	£15,000.00		£15,000.00	* Money allocated to contingency this year
590	Skatepark	£0.00	£0.00	£0.00	£7,704.00	-£7,704.00	*To be taken out of reserves
595	**PROJECTS**		£3,923.00	-£3,923.00	£13,955.00	-£17,878.00	*Project list to be distributed at meeting
						£0.00	
	Total	**£128,084.00**	**£26,257.04**	**£101,826.96**	**£22,564.94**	**£124,391.90**	
	Cemetery Income						
626	Burial Fees	£5,900.00	£2,196.00	£3,704.00			

Agenda No 5

FINANCIAL MONITORING
as at 05.08.13 for OS meeting on 13.08.13

Head-ing No	Heading	Budget 2013/2014	Actual 05.08.13	Balance	Committed	Balance inc Committed	Comments
630	Lodge Rents	£6,000.00	£2,000.00	£4,000.00			
	Total	**£11,900.00**	**£4,196.00**	**£7,704.00**	**£0.00**	**£7,704.00**	
	Cemetery Expenditure						
754	Insurance	£1,440.00	£0.00	£1,440.00		£1,440.00	
758	Services/Rents	£570.00	£341.99	£228.01		£228.01	
760	Purchases	£600.00	£0.00	£600.00		£600.00	
761	Cemetery Maintenance	£500.00	£0.00	£500.00		£500.00	
762	Cemetery Lodge	£1,200.00	£160.00	£1,040.00		£1,040.00	
774	Miscellaneous	£0.00	£0.00	£0.00		£0.00	
780	Renewals & Reserves	£4,472.00	£0.00	£4,472.00		£4,472.00	*Money put into reserves/renewals 'pot' for this year
795	**PROJECTS**	£0.00	£2,661.45	-£2,661.45		-£2,661.45	*see project list to be distributed at meeting
	Total	**£8,782.00**	**£3,163.44**	**£5,618.56**	**£0.00**	**£5,618.56**	
	Market House Income						
732	Miscellaneous	£160.00	£0.00	£160.00		£160.00	
	Total	**£160.00**	**£0.00**	**£160.00**	**£0.00**	**£160.00**	
	Market House Expenditure						
954	Insurance	£1,170.00	£0.00	£1,170.00			
958	Services/Rents	£230.00	£127.42	£102.58			
962	General Maintenance	£350.00	£0.00	£350.00			
963	Miscellaneous	£0.00	£0.00	£0.00			
980	Renewals & Reserves	£970.00	£0.00	£970.00			*Money put into reserves/renewals 'pot' for this year
985	**PROJECTS**				£680.00	-£680.00	*see project list to be distributed at meeting
	Total	**£2,720.00**	**£127.42**	**£2,592.58**	**£680.00**	**£3,272.58**	
	Ilminster Sports Initiative - Income						
2000	ISI	£0.00	£0.00	£0.00		£0.00	

FINANCIAL MONITORING
as at 05.08.13 for OS meeting on 13.08.13

Head-ing No	Heading	Budget 2013/2014	Actual 05.08.13	Balance	Committed	Balance inc Committed	Comments
2100	Sports Building Project	£0.00	£0.00	£0.00			
2101	Interest - Bonus Saver	£0.00	£4.64	-£4.64			
	Total	**£0.00**	**£4.64**	**-£4.64**	**£0.00**	**-£4.64**	
	Ilminster Sports Initiative - Expenditure						
2200	Sports Building Project	£0.00	£0.00	£0.00		£0.00	
2600	ISI	£0.00	£0.00	£0.00		£0.00	
	Total	**£0.00**	**£0.00**	**£0.00**	**£0.00**	**£0.00**	

Agenda No 5

Projects 2013/14

Budget Heading	PROJECTS	Approved Amount	Amount Used as at 09.08.13	Approved Amount left to spend	COMMENTS
395	**FINANCE & POLICY**				
	Photocopier	£3,000.00	£2,923.90	£0.00	Reserves-office equipment-printer
	TOTAL F &P:	£3,000.00	£2,923.90	£0.00	
595	**OPEN SPACES**				
	Brittens Field - new surface	£1,100.00	£1,100.00	£0.00	Reserves-Britten's Field - drainage
	Dismantling Football Stands	£2,068.00	£2,068.00	£0.00	General Reserves
	Safety Surfacing	£2,000.00	£775.00	£1,225.00	*Safety surfacing around seesaw area £775 from Reserves-seesaw
					*£1225 various safety matting from temporary allocation of costs-Reserves -Skatepark
	Drainage	£4,300.00		£4,300.00	Reserves-Rec.Ground-Drains/utilities
	Winterhay Lane Fence	£650.00		£650.00	Reserves-WKL-swings
	Flood Alleviation Grant	£5,000.00		£5,000.00	OS contingency
	TOTAL OS:	£15,118.00	£3,943.00	£11,175.00	
	Open Spaces Review Group				
	Topographical Survey	£2,760.00		£2,760.00	General reserves
	Landscape designer Costs	£0.00			*section 106 money
	TOTAL OS Review Group:	£2,760.00	£0.00	£2,760.00	
	TOTAL OF OS & OS Review Group	£17,878.00	£3,943.00	£13,935.00	

Distributed at meeting

Projects 2013/14

795	**CEMETERY**				
	Removal of cemetery wall	£2,661.45	£2,661.45	£0.00	Reserves-Cemetery Wall
	TOTAL CEMETERY:	£2,661.45	£2,661.45	£0.00	
995	**MARKET HOUSE**				
	Market Hse Architectural Survey	£680.00		£680.00	Reserves-MH-stonework
	TOTAL MH:	£680.00	£0.00	£680.00	

Agenda No 5

This replaces original sent with agenda

FINANCIAL MONITORING

as at 05.08.13 for OS meeting on 13.08.13

Head-ing No	Heading	Budget. Income 2013/2014	Income Rec'd 05.08.13	Potential Income			Comments
	Open Spaces Income						
412	Grants	£1,660.00	£0.00	£1,660.00			
421	Donations	£0.00	£678.00	£678.00			*Donations receievd for benches
430	Rents	£5,520.00	£1,796.38	£3,723.62			
431	Claims	£0.00	£0.00	£0.00			
432	Miscellaneous	£0.00	£18.00	£18.00			*payment for plaque
		£7,180.00	**£2,492.38**	**£4,687.62**	**£0.00**	**£4,687.62**	

Heading No	Heading	Budget. Expenditure 2013/14	Actual 05.08.13	Balance	Amounts approved /committed	Balance less Approved/ Committed	Comments
	Open Spaces Expenditure						
550	Employees	£52,605.00	£16,228.40	£36,376.60		£36,376.60	
551	Training	£1,000.00	£66.25	£933.75		£933.75	
552	Health & Safety	£640.00	£262.44	£377.56	£99.24	£278.32	
554	Insurance	£3,700.00	£0.00	£3,700.00		£3,700.00	*Now have split - need to allocate costs
555	Vehicle Insurance	£395.00	£0.00	£395.00		£395.00	*Now have split - need to allocate costs
556	Play Equipment Inspection	£395.00	£0.00	£395.00		£395.00	
558	Services/Rents	£4,600.00	£2,384.72	£2,215.28		£2,215.28	
559	Fuel	£2,100.00	£282.79	£1,817.21	£164.86	£1,652.35	
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563	Toilets	£3,730.00	£1,167.53	£2,562.47		£2,562.47	
574	Miscellaneous	£0.00	£36.83	-£36.83	£111.84	-£148.67	*Dog bags
580	Reserves	£32,194.00	£0.00	£32,194.00		£32,194.00	*Money put into reserves/renewals 'pot' for this year
585	Contingency/Unallocated	£15,000.00	£0.00	£15,000.00	£5,000.00	£10,000.00	Committed for Flood Alleviation Grant
590	Skatepark	£0.00	£0.00	£0.00	£7,704.00	-£7,704.00	*To be taken out of reserves
595	**PROJECTS**		£3,943.00	-£3,943.00	£13,935.00	-£17,878.00	*Project list to be distributed at meeting
	Total	**£128,084.00**	**£26,277.04**	**£101,806.96**	**£27,544.94**	**£74,262.02**	

Distributed at meeting

FINANCIAL MONITORING
as at 05.08.13 for OS meeting on 13.08.13

Head-ing No	Heading	Budget. Income 2013/2014	Income Rec'd 05.08.13	Potential Income			Comments
	Cemetery Income						
626	Burial Fees	£5,900.00	£2,196.00	£3,704.00			
630	Lodge Rents	£6,000.00	£2,000.00	£4,000.00			
	Total	**£11,900.00**	**£4,196.00**	**£7,704.00**	**£0.00**	**£7,704.00**	

Heading No	Heading	Budget. Expenditure 2013/14	Actual 05.08.13	Balance	Amounts approved /committed	Balance less Approved/ Committed	Comments
	Cemetery Expenditure						
754	Insurance	£1,440.00	£0.00	£1,440.00		£1,440.00	
758	Services/Rents	£570.00	£341.99	£228.01		£228.01	
760	Purchases	£600.00	£0.00	£600.00		£600.00	
761	Cemetery Maintenance	£500.00	£0.00	£500.00		£500.00	
762	Cemetery Lodge	£1,200.00	£160.00	£1,040.00		£1,040.00	
774	Miscellaneous	£0.00	£0.00	£0.00		£0.00	
780	Renewals & Reserves	£4,472.00	£0.00	£4,472.00		£4,472.00	*Money put into reserves/renewals 'pot' for this year
795	**PROJECTS**	£0.00	£2,661.45	-£2,661.45		-£2,661.45	*see project list to be distributed at meeting
	Total	**£8,782.00**	**£3,163.44**	**£5,618.56**	**£0.00**	**£5,618.56**	

Head-ing No	Heading	Budget. Income 2013/2014	Income Rec'd 05.08.13	Potential Income			Comments
	Market House Income						
732	Miscellaneous	£160.00	£0.00	£160.00		£160.00	
	Total	**£160.00**	**£0.00**	**£160.00**	**£0.00**	**£160.00**	

FINANCIAL MONITORING

as at 05.08.13 for OS meeting on 13.08.13

Heading No	Heading	Budget. Expenditure 2013/14	Actual 05.08.13	Balance	Amounts approved /committed	Balance less Approved/ Committed	Comments
	Market House Expenditure						
954	Insurance	£1,170.00	£0.00	£1,170.00			
958	Services/Rents	£230.00	£127.42	£102.58			
962	General Maintenance	£350.00	£0.00	£350.00			
963	Miscellaneous	£0.00	£0.00	£0.00			
980	Renewals & Reserves	£970.00	£0.00	£970.00			*Money put into reserves/renewals 'pot' for this year
995	**PROJECTS**				£680.00	-£680.00	*see project list to be distributed at meeting
	Total	**£2,720.00**	**£127.42**	**£2,592.58**	**£680.00**	**£1,912.58**	

Head-ing No	Heading	Budget. Income 2013/2014	Income Rec'd 05.08.13	Potential Income			Comments
	Ilminster Sports Initiative - Income						
2000	ISI	£0.00	£0.00	£0.00		£0.00	
2100	Sports Building Project	£0.00	£0.00	£0.00			
2101	Interest - Bonus Saver	£0.00	£4.64	£4.64			
	Total	**£0.00**	**£4.64**	**£4.64**	**£0.00**	**£4.64**	

Heading No	Heading	Budget. Expenditure 2013/14	Actual 05.08.13	Balance	Amounts approved /committed	Balance less Approved/ Committed	Comments
	Ilminster Sports Initiative - Expenditure						
2200	Sports Building Project	£0.00	£0.00	£0.00		£0.00	
2600	ISI	£0.00	£0.00	£0.00		£0.00	
	Total	**£0.00**	**£0.00**	**£0.00**	**£0.00**	**£0.00**	

Distributed at meeting

Agenda No. 7

Weed killing on Recreation Ground

We have contacted 4 organisations regarding weed killing at the recreation fields

Complete Weed Control
Somerset Landscape
Taunton BC DLO
South Somerset District Council

Complete Weed Control, is the company we used last time.

The other three organisations have advised us that they do not carry out weed killing on this scale and we should contact Complete Weed Control

Therefore, we have contact Complete Weed Control:

They have confirmed that the quotation dated 30/04/13 is still valid (see attached) quoting a price of £405.00 + Vat

If we require the additional product to be added which kills creeping buttercup we need to add on £25 per hectare. Therefore the costs will be £405 + £150 = £555+vat

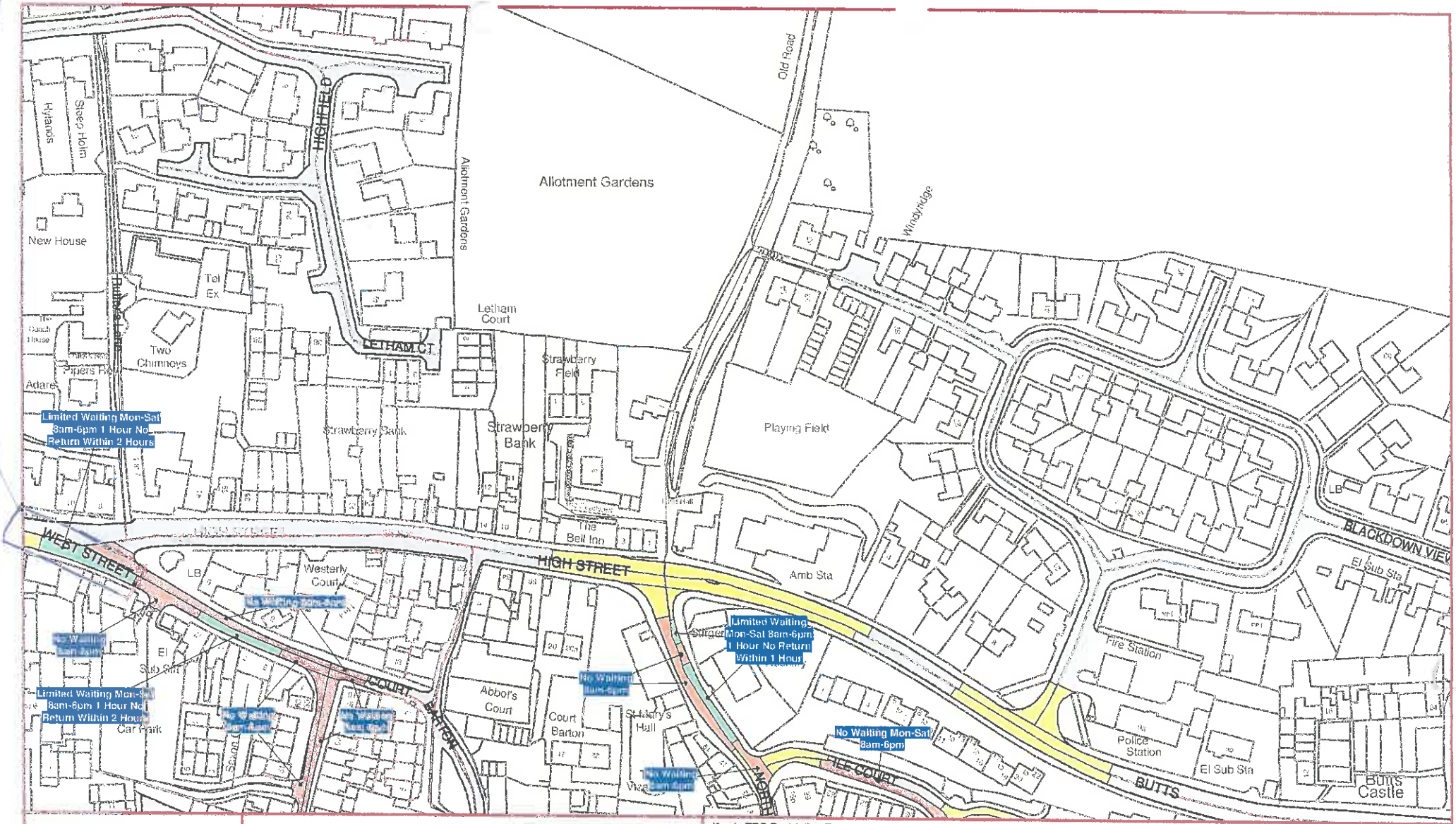
The weed killing can be carried out anytime now, up until the weather start getting really cold.

Signs will be put out by Complete Weed Control whilst the weed killing is being carried out.

Once the weed killing is complete the area can be used straight away.

Friday, 09 August 2013

Proposed removal of residents request



Somerset County Council
County Hall Taunton
Somerset TA1 4DY

WWW.SOMERSET.GOV.UK

THE COUNTY OF SOMERSET PROHIBITION AND RESTRICTION OF STOPPING, WAITING, LOADING AND UNLOADING AND ON-STREET PARKING (SOUTH SOMERSET) ORDER

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Key to TRO Restriction Types

- No Waiting At Any Time
- No Waiting
- No Waiting At Any Time / No Loading At Any Time
- No Waiting At Any Time / No Loading
- No Waiting / No Loading
- No Stopping
- Loading Only
- Limited Waiting
- Disabled Badge Holders Only
- Pay & Display
- Resident Permit Holders Only
- 24 Hour Clearway
- Multiple Restrictions

N

SCALE	1 : 1250 at A3
DATE	15/05/2012
MAP	Tile Ref: FR168

distributed at meeting

Agenda No 9.

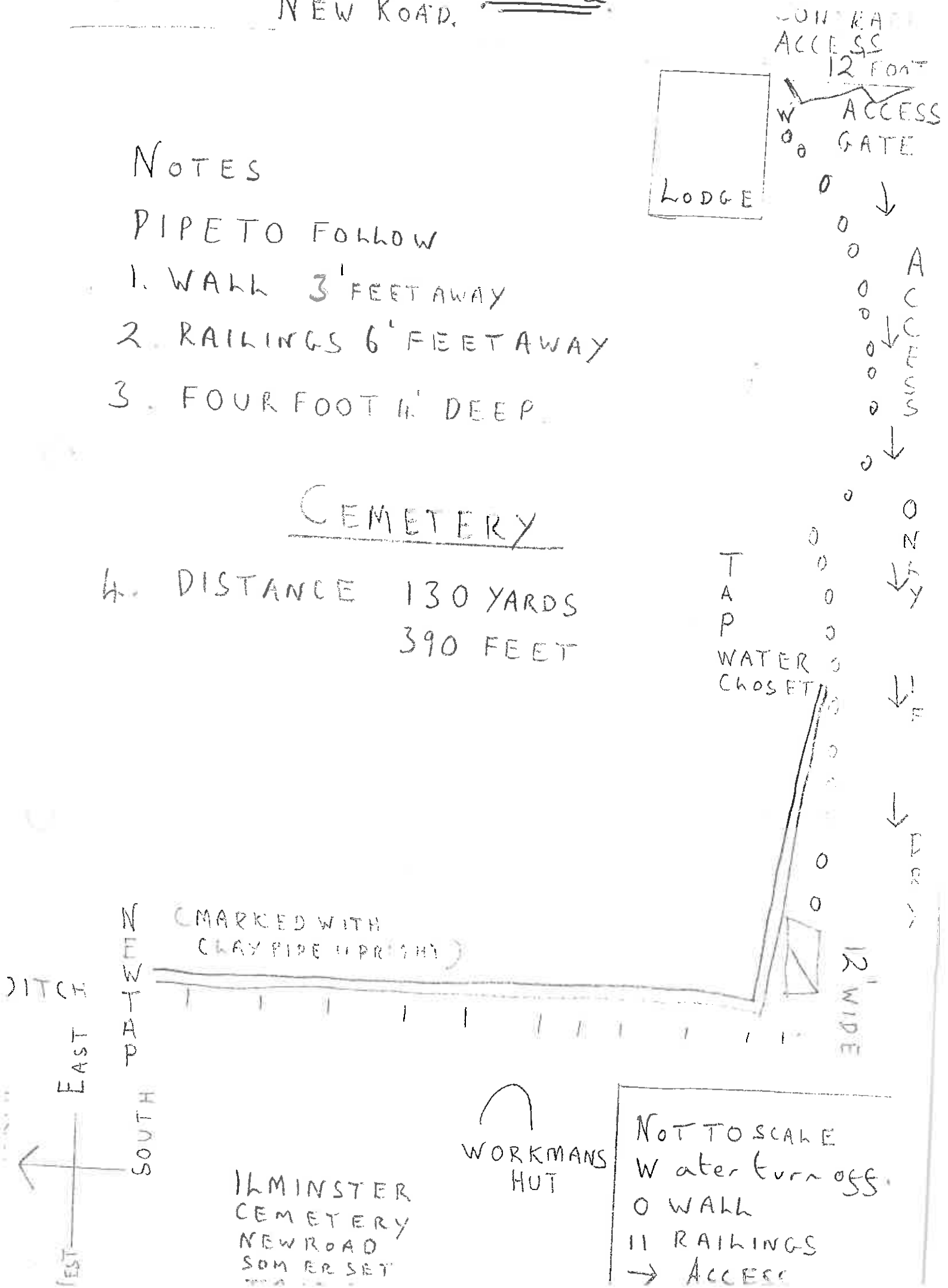
Water Supply at the Cemetery

Contractor	Route of pipe to be laid	Work involved	Extra Costs	Price Exc Vat
A	Route1	• Supply and fit pipe tap & 20ml pipe – 140mtrs		£350.60
A	Route 2	• Supply and fit pipe tap & 20ml pipe – 110mtrs • tree roots may need to be cut • No responsibility if trees die as a result		£750.00
B	Route 2	• Connect to existing standpipe • new stop tap • approx 120mtrs of trench ,750mm deep • supply and place 120m of 25mm pipe • Backfill with excavated material • One new standpipe at end	Extra standpipes fitted at the same time £40 each	£1094.00
C	Route 2	• Connect to existing water main. • Install stopcock inside a surface box • New brass tap on a post • Dig out pipe at a depth of 750mm following line behind trees		£1090.00
C	Route 2	• Connect to existing water main. • Install stopcock inside a surface box • New brass tap on a post • Try to install pipe by using a mole plough behind a tractor to drag pipe in at a depth of 600-700mm • Pit dug every 50m to join pipe • May be unsuccessful if there are rocks or other obstruction	Extra costs if obstruction need removing	£790.00

Distributed at meeting.

Agenda No → 11

NEW ROAD. ROUTE 2



NOTES

PIPE TO FOLLOW

1. WALL 3' FEET AWAY
2. RAILINGS 6' FEET AWAY
3. FOUR FOOT 4' DEEP

CEMETERY

4. DISTANCE 130 YARDS
390 FEET

ILMINSTER
CEMETERY
NEW ROAD
SOMERSET

NOT TO SCALE
Water turn off.
O WALL
II RAILINGS
→ ACCESS