

ILMINSTER TOWN COUNCIL

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Town Clerk: **Joy Norris MILCM ACIS MSc**



8 November 2016

Dear Councillor

A meeting of the **Town Council** will be held on **Tuesday 15 November 2016** in the Council Chamber, Council Offices, North Street, Ilminster starting at **19:30 hrs.**

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

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 1 November 2016 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 engagements listed on the diary sheet between 4 October 2016 and 8 November 2016.
- 5. Police Report**
This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster
- 6. Report from the County Councillor for the Ilminster Division**

To receive a report from the County Councillor

7. Reports from District Councillors

To receive reports from District Councillors

8. Open Spaces Committee

The Vice-Chair of the Open Spaces Committee to provide an update on the discussions and recommendations from the Committee meeting held on 25 October 2016 regarding the steps to be taken to review the current policy regarding dogs in the Open Spaces owned or managed by the Town Council.

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.

10. Football Equipment Storage at the Archie Gooch Pavilion

To consider a request to locate a storage container for football equipment on land adjacent to the Archie Gooch Pavilion. The container would be 40ft x 8ft x 8ft and green in colour.

11. South Somerset District Council Historic Environment Strategy (HES) Draft For Consultation

To consider the Town Council's response to the consultation on South Somerset District Council's Draft Historic Environment Strategy.

12. Training Policy

To consider approving and adopting a training policy for Councillors and staff

13. Application For Quality Award Foundation Level

That following the assessment of readiness conducted by Councillors Fowler and Kinder and compilation of the evidence for the application, the Town Council is asked to resolve that it publishes the requisite information on-line and has the other appropriate information.

14. A358 Dualling Proposals

An invitation has been received from Highways England for up to 3 Town Councillors to attend a meeting with other local parish Councils, the Highways Agency and Mott MacDonald on the evening of 24 November. The invitation says "We would like to get your feedback on progress so far and your help to increase our knowledge of the local area. The Town Council is asked to nominate up to 3 Councillors to attend

15. Toilets on Wharf Lane Recreation Ground

The Town Clerk will provide an oral update on the appointment of a project consultant.

16. Authorisation of Payments and Notification of Virements

The Schedule of Payments for authorisation is presented for Council's approval.

17. Project Plan

To consider progress on the project plan and whether any changes are necessary.

18. Clerk's Updates

The following Clerk's Updates have been sent by email since the last Council agenda was published.

Number	Date	Topic
13/16	26.10.16	<ol style="list-style-type: none"> 1. 12 November, Councillor Workshop 2. Councillor Training 3. Conservation Area 4. Soil in Britten's Field 5. Draft Council meetings
14/16	28.10.16	<ol style="list-style-type: none"> 1. Technology Issues in the office 2. November 12 - Councillor Workshop 3. Training Reminder - November 8 – Local Council Finance 4. Britten's Field - Bonfire Night 5. 2017/18 Local Govt Finance Settlement Consultation response 6. FOI request

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Reminders

Meetings

- 22 November Open Spaces Committee
- 6 December Planning Highways Transport Committee
- 6 December Resources Committee
- 13 December Open Spaces Committee