

ILMINSTER TOWN COUNCIL

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



10 April 2018

A meeting of the **Town Council** will be held on **Tuesday, 17 April 2018** in the Council Chamber, Council Offices, North Street, Ilminster, TA19 0DG 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 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 **20 March 2018** as a correct record. (To follow)
- b) To consider the Office Action Plan relating to 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
- b) To receive details of the Mayor's engagements between 14 March and 10 April 2018. (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.

7. Report from the County Councillor for the Ilminster Division

To receive a report from the County Councillor. (To follow)

8. Update from the Neighbourhood Plan Development Group

To receive an update on the work of the Neighbourhood Plan Development Group and consider an expenditure request for materials Group to be used at community events to publicise the work of the. (To follow)

9. Decision Making Structure Review

To receive the report and recommendations of the Working Group looking at the Town Council's decision-making structure.

10. Authorisation of Payments and Notification of Virements

The Schedule of Payments for authorisation is attached for Council's approval. (To follow)

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Reminders

Meetings

- Open Spaces Committee 24 April 2018
- Planning, Highways & Transport Committee 1 May 2018
- Annual Community assembly 15 May 2018
- Annual Town Council Meeting 22 May 2018