

ILMINSTER TOWN COUNCIL

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Town Clerk: **Joy Norris**



12th May 2015

A meeting of the **Town Council** which you are summoned to attend will be held on **Tuesday 19th May 2015** at **Ilminster Bowling & Tennis Club Shudrick Lane, Ilminster TA19 0BN** 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
Town Clerk

AGENDA

- 1. Appointment of Mayor**
To elect the Mayor for the period to May 2016
- 2. Declaration of Acceptance of Office**
To receive the Declaration of Acceptance of Office by the Mayor
- 3. Appointment of Deputy Mayor**
To appoint the Deputy Mayor for the period to May 2016

4. Apologies for Absence

To receive apologies for absence from Councillors unable to attend the meeting.

5. 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.

6. Minutes

a) To confirm the minutes of the meeting held on 14th April 2015 as a correct record

b) To consider the office Action Plan relating to the Town Council Meetings.

7. Mayor's Announcements/Engagements

a) The Mayor (incoming) will make announcements relevant to Town Council and Mayoral activities and engagements

b) The Mayor (outgoing) attended the following engagements between 14th April 2015 and 19th May 2015.

- Town Crier Competition held on Saturday 18th April 2015 in the Market House
- Yeovil Town Council Civic Day held on Monday 20th April 2015
- Royal Naval Air Station Yeovilton Reception held on Thursday 23rd April 2015
- Ilminster Guides Handing out of Remembrance Badges to those who were at the service last year' on Monday 27th April 2015
- Ilminster 1st Brownies 'Handing out of Remembrance Badges to those who were at the service last year' on Tuesday 28th April 2015
- Ilminster 2nd Brownies 'Handing out of Remembrance Badges to those who were at the service last year' on Wednesday 29th April 2015
- Charity Football Day 'In memory of Bradley Cullen' held on Sunday 3rd May 2015 at the Recreation Ground, Ilminster
- Ilminster Scouts 'Handing out of Remembrance Badges to those who were at the service last year' on Tuesday 5th May 2015
- The Mayor and Deputy Mayor attended Lions Club of Ilminster 'Dog show' held on 10th May 2015
- The Inaugural Somerset Day Celebration held on Monday 11th May 2015 at the Museum of Somerset, Castle Green, Taunton, Somerset
- Launch of the New Market Logo held on Thursday 14th May 2015 in the Market House
- Twinning French Choir held on 16th May 2015 at 7 pm in the Minster Church, Ilminster

8. Appointment of Committees and Committee Chairs & Vice Chairs

a) Open Spaces – all Councillors sit on this Committee

b) Planning, Highways and Transport Committee – all Councillors sit on this Committee

c) Resources – all Councillors sit on this Committee

d) Grievance, Capability and Disciplinary Committee - The Chair of this Committee is the Deputy Mayor; as an ex officio appointment, the Committee requires 2 other members and 2 reserves

e) Appeals Committee – This committee requires 3 members and 1 reserve, the precedent is for The Mayor to Chair this Committee.

- 9. Appointment of Councillors to Working Groups**
a) Open Spaces Review Group
b) Play & Paths Subgroup
c) Accommodation Working Groups
d) Licence Conditions Negotiations
(NB: (i) members the Play & Paths Subgroup are appointed by the Open Spaces Review Group
(ii) The Chair of the Open Spaces Committee, the Chair of the Resources Committee and the Deputy Mayor are ex officio members of the Football & Community Facility Governance Group
- 10. Appointment of Representatives to Outside Bodies**
To appoint representatives to various organisations; a list of the organisations who have had Councillor representatives during the past year is attached.
- 11. Appointment of Authorisation for Bank Transactions**
To appoint Councillors as signatories to the Town Council's bank account.
- 12. Calendar of Meetings 2015/16**
To approve the calendar of meetings for the municipal year.
- 13. Approval of Accounts**
To consider and approve 2014/15 accounts.
- 14. Councillor Training**
To consider any suggestion for training topics for Councillors
- 15. Cricket Pavilion**
To discuss the options for the future legal agreement for occupancy of the cricket pavilion in order to inform the Ilminster Education Foundation of the Town Council's order of preference.
- 16. Police Report**
This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster.
- 17. Report from County Councillor for Ilminster**
To receive the report from the County Councillor Linda Vjeh
- 18. Reports from Representatives on Outside Bodies**
To receive reports from Representatives on Outside Bodies; Note: At the time of publishing the agenda no written reports had been received.
- 19. Request Permission to Sell Hot Food**
A request has been received from Experience Ilminster CIC for a Market Trader to cook and sell hot food in the Market House on Saturday 13th June 2015. The Market House conditions require the approval of Council. (NB this would normally be dealt with by the Resources Committee but the next meeting is after the date for which permission has been applied)

