

ILMINSTER TOWN COUNCIL

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Town Clerk: **Joy Norris**



13th August 2014

A meeting of the **Town Council** will take place on **Tuesday 14th August 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 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. 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 **22nd July 2014** 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 and Deputy Mayor attended the following engagements between 22nd July 2014 and 19th August 2014.

- Monday 4th August 2014 Ilminster British Legion Branch Candlelit Vigil in the Market House
- Monday 4th August 2014 - David Fothergill, Chairman of Somerset County Council's invitation to Civic Service to Commemorate the Outbreak of the Great War at St Mary Magdalene Church, Church Square, Taunton

5. Police Report

To receive the Ilminster Beat Report for July 2014

6. Council Office Accommodation

This agenda item (deferred from Council 22 July 2014) is to enable Councillors to discuss accommodation requirements so that when suitable opportunities are identified discussions can be initiated in a timely manner.

7 Remedial Work to Youth Football Pitch in Britten's Field

Damage to the youth football pitch has been found, which appears to have been caused when the heavy fair lorries used Britten's Field in June 2014. A quotation has been obtained for the remedial work. Council is asked to consider proceeding with the remedial work and the position regarding the deposit paid by the fair organiser.

8. Open Spaces Review

A) Application to South Somerset District Council for capital funding and consideration of contribution

B) Application to South Somerset District Council for s106 money

9. Freedom Of Information

A) To consider any changes needed to the Town Council's Publication Scheme

B) To receive an oral report on an update to the Town Council website to provide a Freedom of Information and Environmental Regulations Disclosure Log

10. Petitions Policy / Procedure

To consider adopting a procedure for dealing with petitions

11. Party On The Park

To receive an oral update on the Town Council presence at Party On The Park. (Cllr Storey)

12. Reports from District Councillors

To receive reports from District Councillors.

13. Report from County Councillor for Ilminster

To receive reports from the County Councillor Councillors
County Councillor Report July 2014 – Cllr Linda Vijeh

14. 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.

Fairtrade – Cllr Keitch

PACT – Cllr Keitch

Christmas Lights Committee - Cllr Pallister (oral report)

Ile Youth Centre – Cllrs Storey and Burton

15. Project Plan

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

16. Authorisation of Payments and Notification of Virements

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

17. Clerk's Updates

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

Number	Date	Topic
14/14	18.07.14	<ol style="list-style-type: none"> 1. Recreation Ground 2. Temporary Road Closure Listers Hill 3. St Margaret's Hospice Care 4. New Flower Troughs 5. Party On the Park - Town Council Presence
15/14	01.08.14	<ol style="list-style-type: none"> 1. Casual Vacancy 2. Open Spaces Staff Welfare 3. Flooding 4. Recording at Council Meetings

18. Exclusion of the Press and Public

To consider taking agenda items 19 and 20 without members of the public and press present, due to the confidential nature of the business to be transacted.

19. Hammerhead Land

The Town Clerk to provide an oral update on progress with implementing the Council's instructions regarding the Hammerhead Land

20. The Cemetery – Legal Action

The Town Clerk to provide an oral update on progress with implementing the Council's instructions regarding action in the Small Claims Court.

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Reminders

Meetings

26th August Open Spaces

9th September Planning, Highways & Transport

23rd September Council

Other Events

24 August - Party On The Park