

ILMINSTER TOWN COUNCIL

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Town Clerk: **Joy Norris ACIS MSc**

14 September 2016

A meeting of the **Town Council** will take place on **Tuesday 20th September 2016** in the Council Chamber, Council Offices, North Street, Ilminster starting at **20:00 hrs**.

The meeting will be preceded, at **19:30hrs**, by a **presentation from Ilminster Forum** on the initial, headline findings of the community survey to inform the refresh of the Community Plan.

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 16 August 2016 as a correct record. (To follow)
 - b)** To consider the office Action Plan relating to the Town Council Meetings. (To follow)
- 4. Ilminster Forum Community Plan**
To consider how the Town Council may work with the Ilminster Forum in regard to the Community Plan.

5. Mayor's Announcements/Engagements

- a) The Mayor will make announcements relevant to Town Council and Mayoral activities and engagements
- b) The Mayor attended the following engagements between 19 August 2016 and 20 September 2016.

6. Police Report

This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster (To Follow)

7. Report from the County Councillor for the Ilminster Division

To receive the report from the County Councillor (To Follow)

8. Reports from District Councillors

To receive reports from District Councillors (To Follow)

9. Reports from Representatives on Outside Bodies

To receive reports from Representatives on Outside Bodies. (To Follow)

10. Neighbourhood Plan Working Group – Update Report

To receive an oral update report from the Neighbourhood Plan Working Group on their recent meeting and any intended actions.

11. The Shed - Lease to Ilminster Cricket Club

To consider the draft lease for The Shed (To Follow)

12. Football and Community Facility Governance Group – Update Report

To receive the report from the Governance Group including the situation regarding the contractor, any outstanding works and recommendations regarding the dispersal of soil. (To Follow)

13. Request to put a defibrillator and associated signage on the exterior of the Archie Gooch Pavilion

To consider a request to fix a defibrillator and associated signage on the exterior of the Archie Gooch Pavilion (To Follow)

14. Authorisation of Payments and Notification of Virements

The Schedule of Payments and Table of Virements (if any) is presented for Council's approval. (To Follow)

15. Project Plan

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

16. Clerk's Updates

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

Number	Date	Topic
11/16	.16	<ol style="list-style-type: none">1. Change of Council Date2. Casual Vacancy3. Training Reminder4. Archaeological Survey5. Press Release Temporary Toilets6. Praise Letter7. Speed Indicator Device

17 Exclusion of Press and Public

To consider taking Agenda item 18 Hammerhead Land without members of the public and press present, due to the confidential nature of the business to be transacted.

18. Hammerhead Land

The Town Clerk to provide an oral update on progress with implementing the Council's instructions regarding the Hammerhead Land and seek further instructions if required.

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Reminders

- 27 September Open Spaces Committee
- 29 September – Councillor Training Session – Equality & Diversity
- 4 October Planning, Highways & Transport Committee,
- 4 October Resources Committee
- 11 October Town Council