**ILMINSTER TOWN COUNCIL**

Council Offices

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

**17th January 2019**

A meeting of the **Town Council** will take place on **Tuesday 21st January 2019** 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.

1. **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.

1. **Minutes**
2. To confirm the minutes of the meeting held on **26 November 2019** as a correct record. (To follow)
3. To confirm the minutes of the meeting held on **3 December 2019** as a correct record. (To follow)
4. **Office Action Plan**

To consider the Office Action Plan relating to Town Council Meetings. (To follow)

1. **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 3 December 2019 and 15 January 2020 (To follow)

1. **Police Report**

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

1. **Reports from District Councillors**

 To receive reports from District Councillors

1. **Report from the County Councillor for the Ilminster Division**

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

1. **Reports from Representatives on Outside Bodies**

To receive reports from Representatives on Outside Bodies.

1. **Update from the Neighbourhood Plan Development Group**(To follow**)**
2. **Motion Under Standing Order No 9**

To consider a Motion, submitted by Cllr Keitch regarding Climate Change. (To follow)

1. **Strategic Plan 2019/2020-– Status Report**

 To consider the quarterly Status Report. (To follow)

1. **Strategic Plan 2020/21 – 2022/23**

To consider the draft Town Council 3 year Strategic Plan for 2020 /21 – 2022/23. (To follow)

1. **2020/2021 Budget and Financial Plan for future Years**

To consider the Town Council’s budget and financial plan for future years (including the capital programme). (To follow)

1. **Precept 2020/2021**

To set the Town Council’s precept for 2020/2021

1. **Appointment of Project Manager for Wharf Lane Rec Play Area**

To consider the appointment of a Project Manager for the Wharf Lane Rec Play Area (To follow)

1. **Draft Calendar of Meetings**

To consider the draft calendar of meetings for the municipal year starting in May 2020. (To follow)

1. **Payments and Virements**

The Schedule of Payments for authorisation will be presented for Council’s information. (To follow**)**

1. **Clerk’s Updates**

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

|  |  |  |
| --- | --- | --- |
| **Number** | **Date** | **Topic** |
| 19/19 | 27.11.19 | 1. Staffing2. Gooch & Housego  |
| 1/20 | 06.01.20 | 1.Draft Minutes (Town Council 26/11 & 3/12) 2. Sophie Storey Funeral Arrangements  |

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**Formal Meeting Reminders**

28 January 2020 Open Spaces Committee

4 February 2020 Planning, Highways & Transport Committee

11 February 2020 Resources Committee

3 March 2020 Planning, Highways & Transport Committee

10 March 2020 Open Spaces Committee