

# ILMINSTER TOWN COUNCIL

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



10 April 2019

A meeting of the **Town Council** will be held on **Tuesday, 23 April 2019** 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 **26 March 2019** as a correct record.
- b) To consider the office Action Plan relating to Town Council Meetings

**4. Mayor's Announcements/Engagements**

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

**5. Exclusion of Press and Public**

To consider taking Agenda items 6 Management Processes Working Group and Agenda 7 Ilminster Cricket Club Rent without members of the public and press present, due to the confidential nature of the business to be transacted i.e. personal information and items subject to negotiation

**6. Management Processes Working Group**

To receive the report of the Management Processes Working Group. (To follow)

**7. Ilminster Cricket Club Rent and other charges**

To consider

- a) the rent payable by Ilminster Cricket Club for The Shed in the pre-lease period
- b) the contribution towards utility charges. (To follow)

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**Formal Meeting Reminders**

14 May 2019

Annual Town Council Meeting