

# ILMINSTER TOWN COUNCIL

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Town Clerk: Mark Tredwin

12<sup>th</sup> October 2021

A meeting of the **Town Council** will be held on **Tuesday 19 October 2021** in the Council Chamber, Council Offices, North Street, Ilminster, TA19 0DG starting at **19:30 hrs.**

Members of the public are welcome and encouraged to attend. However, due to ongoing Covid-19 concerns and a duty to protect all attendees, there will be a limited number of members of the public able to attend. If you wish to attend, please let Ilminster Town Clerk know either by email [town.council@ilminster.gov.uk](mailto:town.council@ilminster.gov.uk) or phone the office on 01460 52149 by 3pm on Tuesday 19 October 2021. Officers of the council will advise whether capacity remains.

If members of the public have any questions on matters that are on the agenda, then, if possible, please notify the Council Office before the day of meeting which item you would like to speak about.

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

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

A handwritten signature in black ink, appearing to read 'Mark Tredwin', with a long horizontal line extending to the right.

*Mark Tredwin*  
Town Clerk

## AGENDA

1. **Public Forum –**  
Fifteen minutes will be made available for public comment and response in relation to items on this agenda. Individuals will be permitted a maximum of three minutes each to address the committee
2. **District and County Councillor Reports**  
For members to receive reports from both District and County Councillors representing Ilminster
3. **Apologies for Absence**  
To receive apologies for absence from Councillors unable to attend the meeting
4. **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

Members are reminded that if they have a Disclosable Pecuniary Interest (DPI) (on their register of interest or otherwise) relating to any item on the agenda they are prevented from participating in any discussion or voting on that matter at the meeting as to do so would amount to a criminal offence. Similarly, if you are or become aware of a DPI in a matter under consideration at this meeting which is not on your register of interests or is in the process of being added to your register you must disclose such interest at this meeting, leave and not Vote on the item and register the DPI within 28 days. Similarly, other Personal Interests should be declared at this meeting.

5. **Dispensations**  
To **NOTE** the grant of dispensations made by the Town Clerk in relation to the business of this meeting
6. **Minutes – Town Council**  
To confirm the minutes of the meeting held on **21 September 2021** as a correct record
7. **Minutes – Planning, Highways & Transport**  
To receive the minutes of the meeting held on **5 October 2021** and note the committee's comments made on planning applications therein.
8. **Minutes – Open Spaces**  
To receive the minutes of the meeting held on **5 October 2021** and note the committee's comments and consider the recommendations therein.

**OS363 Welcome Back Funding** Members **RESOLVED** unanimously to recommend to Full Council to progress projects as identified at the Open Spaces meeting. Delegation to be given to Officers, the Chair and Vice Chair to implement the selected projects.  
**Proposer** Cllr Taylor **Seconded** Cllr White

**OS364 Permission for a Plaque under tree in Cemetery** Members **RESOLVED** unanimously to **Recommend** that permission be granted, in consultation with Officers, to place a flat plaque/stone under a tree in section D of the Cemetery.

**Proposer** Cllr Hamilton **Seconded** Cllr Wilcock

**OS365 Permission for a plaque on a bench overlooking Britten's field** Members **RESOLVED** by 5 votes for and 1 against to grant permission to place a plaque on a bench overlooking Britten's Field with the family making a donation towards the rejuvenation of the bench.

**Proposer** Cllr Hamilton **Seconded** Cllr Gunn

**OS366 DEFRA Local Nature Recovery Strategies – consultation** Members **RESOLVED** unanimously to **recommend** to Full Council that officers should respond as proposed in the report provided.

**Proposer** Cllr Swann **Seconded** Cllr Taylor

**OS367 Recreation Ground Play Park** Members discussed the health and safety issue of children being able to crawl under the Sophie Louise.

Members **RESOLVED** unanimously to **Recommend** Full Council to implement the installation of gravel boards to the legs of the Sophie Louise to be fitted by Play UK

**Proposer** Cllr Wilcock **Seconded** Cllr Taylor

**OS368 Headstone Testing on the Cemetery** Members discussed the cost of repairing the headstones and the likelihood of being able to contact family members due to the headstones dating back to 1846

Members **RESOLVED** unanimously to **recommend to Full Council** that Town Council covers the cost of re-sticking 12 headstones.

**Proposer** Cllr Lancaster **Seconded** Cllr Swann

**OS370 Electricity and water supply on the recreation ground** Members **RESOLVED** unanimously to **recommend** to Full Council that officers arrange the installation of an external tap with a lockable cover and pipework for a sink in the Tuck Shop and add a water meter.

**Proposer** Cllr Hamilton **Seconded** Cllr Swann

Members **RESOLVED** unanimously to **recommend** to Full council that officers arrange the fitting of external electrical sockets with lockable covers on the Public Toilet Block and Wardens Buildings, and to move internal sockets and install sockets where required in the Tuck Shop.

**Proposer** Cllr Lancaster **Seconded** Cllr White

## **9. Minutes and Terms of Reference – Council Offices Working Group**

For members to receive and note Minutes and Terms of Reference for the working group meeting which was held on 7 October 2021

**COWG 07-10-20 Resolution 1** – To recommend to Full Council that Officers will where possible and in line with current financial regulations, endeavour to instruct local tradespeople with regards to works at the Old Magistrates building.

**COWG 07-10-20 Resolution 2** – To recommend to Full Council that officers to instruct local tradespeople to carry out all urgent jobs identified by the working group at the 7 October 2021 meeting.

## **10. Police Report**

For members to **NOTE** the report from the police

- 11. Mayor's Report**  
To allow members to be updated on functions and activities that the Mayor has been engaged in
- 12. Deputy Mayor's Report**  
To allow members to be updated on functions and activities that the Deputy Mayor has been engaged in
- 13. Clerk's update Report**  
To update members on matters already considered by Full Council and not considered elsewhere on the Agenda
- 14. Neighbourhood Plan Update**  
To update members on the progress of the Neighbourhood Plan
- 15. Establishment of an Environment working group**  
Members to consider the creation of an Environment working group.
- 16. Finance Report**  
For members to receive and note the contents of the Finance report
- 17. Kickstart employment Report**  
For members to consider taking on an employee as part of the government backed Kickstart scheme.
- 18. Queen's Platinum Jubilee Activities**  
Council to create a working group to establish activities to celebrate the Queen's Platinum Jubilee
- 19. Permission to use the driveway of the Magistrates Court**  
For members to consider a request to use the driveway for a puppet show on Friday 19 November
- 20. Permission to hold a vegan market**  
For members to consider a request to hold a Vegan market where the weekly market is usually held and in the Magistrates Court Car Park on Saturday 11 December.
- 21. Future of Local Government in Somerset**  
Members to receive updates and consider how they see Ilminster post Somerset unification
- 22. Exempt Business**

*To move that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business in view of the likely disclosure of confidential matters about information relating to an individual, and information relating to the financial or business affairs of any particular person, within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.*

**PLEASE NOTE THAT MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND THIS MEETING AS OBSERVERS** Under the Openness of Local Government Bodies Regulations 2014, any members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Members of the public exercising their right to speak during Public Question Time may be recorded. Copies of this document are available in large print on request.