

ILMINSTER TOWN COUNCIL

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Town Clerk: Mark Tredwin

14 July 2021

A meeting of the **Town Council** will be held on **Tuesday 20 July 2021** 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

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. **Apologies for Absence**
To receive apologies for absence from Councillors unable to attend the meeting.
3. **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.

4. **Dispensations**
To **NOTE** the grant of dispensations made by the town clerk in relation to the business of this meeting.
5. **Minutes – Town Council**
To confirm the minutes of the meeting held on **22 June 2021** as a correct record.
6. **Committee and Working group minutes**
For members to receive and note minutes from committees and working groups that have met in recent months
7. **District and County Councillor reports**
For members to receive reports from both District and County Councillors representing Ilminster.
8. **Co-option of new councillors**
Members to consider three applications for the two vacancies on Ilminster Town Council
9. **Police report**
For members to **NOTE** the report from the police
10. **Clerk's update report**
To update members on matters already considered by Full Council and not considered elsewhere on the Agenda.
11. **Finance report**

For members to receive and note the contents of the Finance report and to consider the hire of equipment for the external works team

12. Direct debit payments report

For members to agree, in line with the financial regulations, approval of all Direct Debits that are paid out

13. Members committee and working group membership and appointment to external bodies

For members to confirm their appointment to external bodies

14. Youth Project report

Members to consider the proposed two year Youth Project SLA that will allow a youth worker from SSDC to support setting up various youth activities and support networks as previously agreed.

15. Party on the Park report

Members to consider a request from the organisers of the Party on The Park to use facilities at the recreation ground. Also to consider a request for the Vintage Car Show to take place at the same time as the Party on the Park.

16. Victoria Evening and Christmas lights Switch on

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960

17. 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.

18. Cricket Club Lease

For members to agree that the proposed Lease be sent to the appropriate organisations for their consideration.

19. Quotation for works at Cemetery Lodge

For members to consider the quotation for the insulation work at Cemetery Lodge.

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