

ILMINSTER TOWN COUNCIL

Council Offices
North Street
ILMINSTER
Somerset
TA19 0DG



Tel: 01460 52149

e-mail: town.council@ilminster.gov.uk

Town Clerk: Mark Tredwin

21 April 2021

A meeting of the **Town Council** will take place on **Tuesday 27 April 2021** at 19:30hrs.

The meeting will be held with participants being present through remote attendance by virtue of Statutory Instrument 2020 No 392 (The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public and press are very welcome to attend the meeting.

Members of the public who would like to attend this meeting must notify the Deputy Town Clerk by telephone or email (deputy.clerk@ilminster.gov.uk) before 9am on Tuesday 27 April 2021. Further instructions will be given to allow them to join the meeting on Skype. The public are invited to submit their questions or raise issues relevant to the work of the council to the Deputy Town Clerk. 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 when they are contacted on Skype 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.

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.

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.
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 accuracy of the minutes of the Town Council Meeting held on 23rd March 2021 as a correct record.

To confirm the accuracy of the minutes of the Extra Ordinary Town Council Meeting held on 30th March 2021 as a correct record.

6. **Minutes - Planning, Highways and Transport Committee**
To receive the minutes of the meeting held on and note the committee's comments made on planning applications under the power delegated by Full Council and consider the recommendations therein.

P341a - Proposed by Cllr Taylor and Seconded by Cllr James members agreed unanimously to **Recommend to Full Council** to contact Ashcombe Lodge Management Committee to ask if they would canvass their residents as to if they wanted Time Limited Parking on Ashcombe Lane.

P342 - Proposed by Cllr Taylor and Seconded by Cllr Swann members agreed to **Recommend to Full Council** to approach South Somerset District Council to enquire if there was a pilot scheme that Ilminster could be a part of with regards electric charging points.

7. **Minutes - Open Spaces Meeting**
To receive the minutes of the meeting held on 6th April and note the committee's comments made under the power delegated by Full Council and consider the recommendations therein.

OS350 – Proposed by Cllr Shepherd and Seconded by Cllr Swann members agreed unanimously to **Recommend to Full Council** to obtain quotes for removal of the tree stumps in the cemetery to create additional cremation plots and for officers to commence work on receipt of acceptable quotes.

OS351a– Proposed by Cllr Hamilton and Seconded by Cllr White members agreed unanimously to **Recommend to Full Council agree** to a memorial bench to be located at the proposed location at the bottom of the Cemetery as requested by a member of public who will be funding the bench.

OS351b - Proposed by Cllr Shepherd and Seconded by Cllr Swann members agreed to **Recommend to Full Council** by four votes for and one against to temporarily relocate a bench from the cemetery to the Canal pending the purchase of a permanent one.

OS353 – Proposed by Cllr Swann and Seconded by Cllr White members agreed unanimously to **Recommend to Full Council** that a wild flower meadow be planted at West Crescent in line with the report provided.

OS354 - Proposed by Cllr Swann and Seconded by Cllr Shepherd members agreed unanimously to **Recommend to Full Council** that a chain link fence be erected and the planting of a hedge at the appropriate time around the play park once a decision has been made on the area to be fenced

OS355 – Proposed by Cllr Shepherd and Seconded by Cllr Swann members agreed unanimously to **Recommend to Full Council** that no action be taken to instigate Public Spaces Protection Orders on Open Spaces in Ilminster.

8. Minutes - Resources Meeting

To receive the minutes of the meeting held on 2nd March and note the committee's comments made under the power delegated by Full Council and consider the recommendations therein.

R319 Proposed by Cllr Burton and Seconded by Cllr Gunn, members agreed unanimously to move money from the Reserves for the New Century invoice of £6,000.00 for the Design of the Neighbourhood Plan. **Recommend to Full Council** to accept the recommendation.

9. Police Report

To receive a report from the local police

10. Reports from District Councillors

To receive reports from District Councillors.

11. Report from the County Councillor for the Ilminster Division

To receive a report from the County Councillor.

12. Clerks Update report on matters already reported to Full Council

For members to note information contained within

13. Finance Report for 2020/21

The finance report for 2020/21 will be presented for Council's information.

14. Calendar of Meetings

To consider options for holding meetings

15. Footfall monitoring

To consider a proposal from SSDC regarding footfall monitors in the town

16. Skatepark project

To consider a proposal from a member of the public for the external walls of the skatepark

17. South Somerset District Council Playdays

To consider a request from SSDC for a number of playday events to be held at Wharf lane Recreation Ground

18. Appointment of Locum Town Clerk

To welcome the Locum Town Clerk

19. Recruitment and retention report

For members to consider the current staffing levels

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

20. 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.

21. Agenda Item 18 Appointment of Locum Town Clerk

22. Agenda Item 19 Recruitment and retention report