

ILMINSTER TOWN COUNCIL

Old Magistrates Court
East Street
ILMINSTER
Somerset
TA19 0AJ



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Town Clerk: Mark Tredwin

21 September 2022

A meeting of the **Town Council** will be held on **Tuesday 27 September 2022** 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 or phone the office on 01460 52149 **by 3pm on Tuesday 27 September 2022**. 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 the 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 report 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. **Apologies for Absence**
To receive apologies for absence from Councillors unable to attend the meeting.
3. **District and County Councillors Reports**
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 on their register of interest 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 Disclosable Pecuniary Interest 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 and register it within 28 days.

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 from the Full Council Meeting held on the **19 July 2022** as a correct record
7. **Minutes – Planning, Highways & Transport**
To receive the Minutes of the meeting held on **6 September 2022** and note the committee's comments made on planning applications therein
8. **Minutes – Resources Committee**
To receive the Minutes of the meeting held on **6 September 2022** and note the committee's comments, Resolutions and to consider the Recommendations detailed below
 - a) **R22-019 Clerk's Update report**
Members **RESOLVED** unanimously to recommend to Full Council a transfer from General Reserves to cover expenditure for the Neighbourhood Plan.
 - b) **R22-027 Legionella Risk Assessments**
Members **RESOLVED** unanimously to recommend to Full Council that the proposed quotation for Legionella testing be accepted.

c) R22-028 Staffing Update

(i) Members **RESOLVED** by 4 votes for and 1 against to formally recommend to Full Council the ratification of the appointment of the new Recreation Manager.

(ii) Members **RESOLVED** unanimously to formally recommend to Full Council the ratification of the movement of employee 13 and employee 8, up one spinal point as a result of the successful completion of their appraisals.

(iii) Members **RESOLVED** unanimously to formally recommend to Full Council that employee 14 move up one spinal point in line with the terms of his contract of employment.

9. Police Report

For members to note the police report

10. Mayor/Deputy Mayors reports

To allow members to be updated on functions and activities that the Mayor/Deputy Mayor has been engaged in

11. Income and Expenditure report

To inform members of the income and expenditure for July and August 2022

12. Schedule Payments

Members to agree the payments for July and August 2022

13. CCLA Public Sector Deposit Fund Signatories

To consider additional signatories

14. SAAA 2022 Opt-out Communication

Formal acknowledgement of whether the council wishes to opt out

15. Clerk's Update

To update members on matters already reported to council

16. Use of the Market House

Members to consider requests to use the Market House outside of normal Market operating times

17. Chair's Award for Service to the Community 2022/23 - 17th February 2023

18. Halloween Pumpkin/best decorated house competition

For members to decide if they wish the competition to proceed for 2022

19. Cost of Living Crisis

For members to consider possible strategies and actions for dealing with the "Cost of Living Crisis"

20. To consider memorials for Her Majesty Queen Elizabeth II

Members to consider the location for a memorial bench and plaque in memory of Queen Elizabeth II

- 21. Future of Local Government in Somerset**
Members to receive updates and consider how they see Ilminster post the unification of the District Councils and Somerset County Council
- 22. Tennis Court refurbishment**
Members to consider contractual options being proposed for the refurbishment of Ilminster Tennis Courts
- 23. Photocopier and Telephone contract ratification**
Members to formally agree the contracts for the photocopier and telephone systems for the Old Magistrates Court
- 24. IEF Lease on Recreation Ground**
Members to receive a proposal regarding the land leased from the IEF
- 25. Judicial Review**
Members to be provided with an update on the Judicial Review against South Somerset District Council.

Should any members consider that any items should be discussed in Part B, Exempt Business the following will apply.

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.

- 26. 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.*
- 27. Tennis Court refurbishment**
Members to consider contractual options being proposed for the refurbishment of Ilminster Tennis Courts
- 28. Photocopier and Telephone contract ratification**
Members to formally agree the contracts for the photocopier and telephone systems for the Old Magistrates Court
- 29. Ilminster Education Foundation (IEF) Lease on Recreation Ground**
Members to receive a proposal regarding the land leased from the IEF
- 30. Judicial Review**
Members to be provided with an update on the Judicial Review against South Somerset District Council.

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 requested 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.