

# ILMINSTER TOWN COUNCIL

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Town Clerk: **Joy Norris**

14<sup>th</sup> June 2016

A meeting of the **Town Council** will be held on **Tuesday 21<sup>st</sup> June 2016** in the Council Chamber, Council Offices, North Street, Ilminster starting at **19:45 hrs.**

At 19:15hrs, before the start of the meeting, there will be a presentation about vulnerable children given by Julian Wooster, Director of Children's Services.

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 Agenda for the meeting is given below. Please contact the Town Council Office if you would like a copy of any of the reports.

Joy Norris  
Deputy 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 17<sup>th</sup> May 2016 as a correct record.
- b) To consider the office Action Plan relating to the Town Council Meetings.

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

- a) The Mayor will make announcements relevant to Town Council and Mayoral activities and engagements.
- b) The Mayor attended engagements between **17<sup>th</sup> May 2016** and **21<sup>st</sup> June 2016** as listed on the attached calendar.

**5. Police Report**

This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster.  
(No written reports received at time of publication of agenda).

**6. Reports from District Councillors**

To receive reports from District Councillors  
(No written reports received at time of publication of agenda).

**7. Report from the County Councillor for the Ilminster Division**

To receive a report from the County Councillor.

**8. Reports from Representatives on Outside Bodies**

To receive reports from Representatives on Outside Bodies.  
(No written reports received at time of publication of agenda).

**9. Open Spaces Committee Recommendations**

To receive recommendations from the Open Spaces Committee held on 24<sup>th</sup> May 2016 (To follow)

**10. Resources Committee Recommendations**

To receive any recommendations from the Resources Committee held on 5<sup>th</sup> April 2016 and 14<sup>th</sup> June 2016

**11. Standing Orders**

To consider adopting revised Standing Orders which have been amended to complement the Financial Regulations adopted in February 2016 and has updated cross-referencing

**12. Local Council Award Scheme**

To consider the report from Councillors Fowler and Kinder regarding the Town Council's progress towards meeting the criteria for The Foundation Award.

**13. Grandstand on the Wharf Lane Recreation Ground**

To consider the future of the Grandstand on the Wharf Lane Recreation Ground.

**14. Project Plan**

To consider progress on the project plan and whether any changes are necessary.

**15. Authorisation of Payments and Notifications of Virements.**

a) The Schedule of Payments for authorisation is attached for Council's approval.

**16. Clerk's Update**

The following Clerk's Updates have been sent by email since the last Council agenda was published.

| <b>Number</b> | <b>Date</b> | <b>Topic</b>   |
|---------------|-------------|--|
| 6/16          | 11.04.16    | <ul style="list-style-type: none"><li>• Updated Financial Regulations</li><li>• Diary Dates</li><li>• Annual Community Assembly</li><li>• Bat Survey</li><li>• Capability, Discipline &amp; Grievance Policies</li></ul> |

**17 Exclusion of Press and Public**

To consider taking agenda item no 18 Ilminster Cemetery and agenda item no 19 Hammerhead Land without members of the public and press present, due to the confidential nature of the business to be transacted.

**18 Ilminster Cemetery**

To consider a report about the Ilminster Cemetery including usage and management and a possible way forward.

**19 Hammerhead Land**

The Town Clerk to provide an oral update on progress with implementing the Council's instructions regarding the Hammerhead Land and seek further instructions.