

ILMINSTER TOWN COUNCIL

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Town Clerk: **Joy Norris**



16th February 2016

A meeting of the **Town Council** will take place on **Tuesday 23rd February 2016** in the Council Chamber, Council Offices, North Street, Ilminster 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 Agenda for the meeting is given below. Please contact the Town Council Office if you would like a copy of any of the reports.

Sally Whitefield
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 **19 January 2016** as a correct record. (Attached)
 - b) To consider the office Action Plan relating to the Town Council Meetings. (Attached)

4. Mayor's Announcements/Engagements

- a) The Mayor will make announcements relevant to Town Council and Mayoral activities and engagements
- b) The Mayor attended a Drinks & Canape Reception followed by a Pantomime performance at the Guildhall, Chard on Thursday 28th January 2016 which was the only invitation received for events scheduled to take place during the period 19th January 2016 – 23rd February 2016.

5. Police Report

This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster.

6. Reports from District Councillors

To receive reports from District Councillors

7. Report from the County Councillor for the Ilminster Division

To receive a report from the County Councillor. (Attached)

8. Reports from Representatives on Outside Bodies

To receive reports from Representatives on Outside Bodies. (Attached)

9. Update from the Football and Community Facility Governance Group

The notes from January's Governance Group Meeting and the updated Risk Register are presented to the Town Council for information. (Attached)

10. Open Spaces Committee

The Chair of the Open Spaces Committee to present recommendations made by the Committee meeting held on 26 January 2016. (Recommendations attached)

11. Resources Committee

The Chair of the Resources Committee to present recommendations made by the Committee meeting held on 9 February 2016. (Recommendations attached)

12. Review of Standing Orders

To consider if any revisions to Standing Orders are required (existing document on Councillor's memory sticks. Hard copies available on request.) (Attached)

13. Revenue Support Grant Application From Ile Youth Club

To consider an application from Ile Youth Club for a Revenue Support Grant. (Attached)

14. Cemetery Lodge Remedial Work

To consider the estimates received for work to the Cemetery Lodge and consider and agree the next steps. (To follow)

15. Wharf Lane Recreation Ground Play Area

- A) To receive the recommendations of the Play and Paths Group regarding the modular design for the Wharf Lane Recreation Ground Play Area which will be the subject of public consultation together with information on the consultation process
- B) To approve the skatepark module of the design

C) To approve progressing the skatepark module including any funding available from the Town Council and making an application for s106 funding.
(Recommendations attached)

16. Community Facilities Management & Rental Policy

To receive and consider the recommendation of the Licensing Negotiations Group regarding a formulae for setting a base rent. (Recommendation attached)

17. Rent for the Football and Community Facility

To receive and consider the recommendation of the Licensing Negotiations Group regarding the rent for the football and community facility. (Recommendation attached)

18. 2016 Awards and Competitions

To approve the Awards and Competitions to be facilitated by the Town Council during 2016. (Attached)

19. South Somerset District Council Consultation on Community Infrastructure Levy

To consider the Town Council's response to the District Council's consultation on the Community Infrastructure levy. (Attached)

20. Project Plan

To consider progress on the project plan and whether any changes are necessary. Councillor Walker has requested that a sponsor for the Neighbourhood Plan be added to the Project Plan. (Attached)

21. Authorisation of Payments and Notification of Virements

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

22. Clerk's Updates

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

Number	Date	Topic
1/16	28.01.16	<ul style="list-style-type: none"> • Good Councillor's Guide • Member Training • Meeting "Early List" • General Review
2/16	14.02.16	<ul style="list-style-type: none"> • A303/A358 Public Information Event • Draft 2016/17 Calendar Of meetings

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Reminders

Meetings

15 March Planning, Highways & Transport Committee