

Town Council Action List For Council 23 September 2014
Updated 15 September 2014

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
1	19.08.14 TC 239	Open Spaces Review	Provide Councillors with a copy of up-to-date Business Plan	Town Clerk	09.09.14. Email sent to Football Club asking f it is possible to have an update copy to distribute to Councillors under confidential cover	
2	19.08.14 TC 239	Open Spaces Review	Cllr Pallister and Neave to receive hard copies of S106	Town Clerk	Cllr Pallister has a copy in his Play & Paths Sub Group folder. Copy made for Cllr Neave 09.09.14	09.09.14
3	19.08.14 TC 239	Open Spaces Review	Town Clerk to double check S106 monies (pots)	Town Clerk	Email requesting information sent to SSDC 15.09.14	
4	19.08.14 TC 241	Petitions Policy / Procedure	RESOLVED that Town Council adopts the procedure for dealing with petitions	Town Clerk	Petitions Policy amended in line with Council discussions and posted on Council website	20.08.14
5	19.08.14 TC 240	Freedom Of Information	RESOLVED that the Town Council adopt changes made to the Town Council's Publication Scheme	Town Clerk	posted on Council website and noticeboard in the Market Square	02.09.14

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6	19.08.14 TC 239	Open Spaces Review	RESOLVED that the Town Council put in a grant application to South Somerset District Council for capital funding for the sum of £50,000.000 RESOLVED that the Town Council apply for S106 monies for the sum of £100,000.00 towards the project	Town Clerk	S106 form completed and sent to SSDC (from which SSDC Officer will compile Capital bid)	28.08.14
7	19.08.14 TC 238	Remedial Work to Youth Football Pitch in Britten's Field	Town Clerk to look at paperwork and put an item on regarding charges for the Fair on the Open Spaces Agenda 26th August 2014	Town Clerk	Agenda item was discussed at Open Spaces 26.08.14 & to be referred back to Council	26.08.14
8	19.08.14 TC 238	Remedial Work to Youth Football Pitch in Britten's Field	RESOLVED (i) that the Town Council accept the quotation put before the Council on this occasion only. (ii) The deposit from the fair is to be forfeited and a further deposit will need to be received for the Carnival fair	Town Clerk	a) Order raised 22.08.14 for remedial work b) Fair advised orally of position re deposit 08.09.14	08.09.14
9	19.08.14 TC 237	Council Office Accommodation	RESOLVED that Councillors Neave, Storey, and Shearman meet with a member of staff to come up with an outline of desirable future premises.	Town Clerk		
10	19.08.14 TC 236	Police report	Cllr Shearman wished to thank PC Stuart for kindly sending his apologies	Nikki/Joy	Email sent 10.09.14	10.09.14
11	22.07.14 T.C 217	Fair Trade	Send letter to Fair Trade Steering group, when minutes of Council 22.07.14 confirmed to confirm the Council's decision	Town Clerk	Letter sent to Fair Trade Steering Committee giving	15.09.14

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					details of the Resolution	
12	22.07.14 T.C 221D	Open Spaces Review	That the soil samples and analysis are undertaken of the existing cricket square and the proposed location	Town Clerk / Football Club		
13	22.07.14 T.C 221E	Open Spaces Review	That the Wharf Lane Rec toilet block storage area is converted to a refreshment kiosk	Town Clerk / Chair of Play & Paths Sub Group		24.08.14
14	22.07.14 T.C 228	Hammerhead Land	Implement the Council's instructions	Town Clerk	Letter sent	
15.	24.06.14 T.C 193	Licence and Lease Review	RESOLVED that solicitors C be appointed to draft new licences/leases relating to the Recreation Ground & Britten's Field.	Town Clerk	Ongoing discussions before instruct Solicitors	
16	24.06.14 T.C 195	Town Crier	RESOLVED that the Town Crier Andrew Fox be officially endorsed as the Ilminster Town Crier.	Town Clerk	Letter sent 10.09.14	10.09.14
17	24.06.14 T.C 206	Update on Legal Action and Expenses.	RESOLVED that the Town Council takes the advice of the Solicitors.		Solicitors have filed ITC defence and contacted claimant to suggest a settlement	
18	10.06.14 RES 35	Town Sponsorship	RESOLVED (i) That the cost for a 1 year sponsorship of the Station Road / Reic Sur Belon Roundabout be £750.00		On - going	

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			(ii) That the cost of sponsorship at the triangle or the top of North Street be £100 per year.			
19.	08.04.14 T.C 146	Action on Rural Planning Chaos	RESOLVED that the Town Clerk, the Chair of Resources and the Chair of Open Spaces have delegated authority to compose a letter to be sent to Mr E Pickles, Mr D Laws, Leaders of the District and County Councils, and SALC, highlighting Ilminster Town Council's concerns on the quality and quantity of local development. The letter will be approved by Council.	Town Clerk, Cllr Miller, Cllr Goodall		
20.	08.04.14 T.C 151	Community Resilience Store	RESOLVED that the Town Council agrees in principle to rent two stores, preferably on either side of the town, and once all charges for storage have been received the matter will be taken back to Council with the options to be considered.	Deputy Town Clerk	10.06.14 - ITC understand valuation was undertaken on 09.06.14 – awaiting outcome 20.06.14 All costs received, to be added to Council agenda 22.07.14 Council agreed store locations (22.07.14) and relevant paperwork has been requested 01.09.14 rent agreement signed and key handed	

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					over for Blackdown View garage	
21.	08.04.14 T.C 156	Community Right to Bid	RESOLVED that the Council puts in a right to bid for the agreed nominated community assets.	Joy	25.06.14 Community Right to bid form submitted for Hammerhead, acknowledgement rec's from SSDC	
22.	03.12.13 T.C 80	Emergency Flood Plan	Cllr Vijeh investigating if funding available from the County Council.	Cllr Shearman		
23.	22.10.13 T.C 69	Project Plan	1. Path between brakes garage and Riec sur belon needs maintenance– Cllr Goodall reported it is the management company for Riec Sur Belon development (MeadFleet) – C.G will make them aware that this could be a flood risk. 2. Town Clerk to write a letter to express that the Town Council is dissatisfied with the attitude of the developer regarding proposed development and works so far. – Link to project Plan	Cllr Goodall		
24	SCC Investigation Winterhay Lane TC 05.02.13	Winterhay Lane Footpath	Resolved 1) that the Town Council stance is that it supports Winterhay Lane becoming a designated right of way 2) That Cllrs Swann(with Cllr Miller as deputy) attends the County Council's Regulation		1)Meeting booked for 7 th March 2013 Meeting Cancelled – Councillors and Mr Holtom informed	

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			Committee on 7 th March 2013 to put the Town Council's view		2) Report and Recommendation received from SCC 3) Application to be placed before regulations Committee on 3rd October 2013 4) Consideration by SCC Regulation Committee postponed 5) Regulation Committee decided Winterhay Lane Should be a Public Right of Way, awaiting for SCC to make order. 6) SCC have made an order. 7) 01.04.14 SCC have received objections and this will now be referred to the	

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					Planning Inspectorate.	