

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
1.	07.04.15 R81	Grant Application	Recommended to the Town Clerk that a cheque is raised for £250 and that is reported for ratification to the next Council meeting	Office Staff	<b>Complete</b>	<b>14.04.15</b>
2.	07.04.15 R82	Cemetery Lodge	RESOLVED that a professional assessment of the cause of the damp and the poor condition of the lintel above the cellar window be obtained.	Deputy Town Clerk	<b>Three contractors providing assessment</b>	
3.	07.04.15 R83	St Johns Ambulance Donation	The Committee asked for a Grant Request form to be sent to St Johns Ambulance for completion before funding is considered.	Office Staff	<b>Form sent to recipient</b>	<b>06.05.15</b>
4	07.04.15 R84	Pension Discretions	RESOLVED that (i) that Ilminster Town Council adopts a policy of taking all decisions on a case by case basis in relation to pension discretions as detailed in the Local Government Pension Scheme Regulations 2008 (except Regulation 3) and the Local Government Pension Scheme Regulations 2013 (except Regulation 9) and LGPS (Transitional Provisions, Savings and Amendment) Regulations 2014 and	<b>Town Clerk</b>	<b>Peninsula pensions to be informed</b>	

Resources Committee Action List Updated 02.06.15

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5.	10.02.15 R76. B	Staffing Update	<p>(ii) on each occasion such a decision is required the Town Council will take into account all possible known risks and implications for the Town Council.</p> <p>(iii) With regard to Regulation 3 of Local Government Pension Scheme Regulations 2008 &amp; Regulation 9 of the Local Government Pension Scheme Regulations 2013 “determining employee contribution rate” that the contribution rate band will be changed as appropriate whenever a pay change occurs.</p> <p>RESOLVED</p> <p>(i) that a recruitment process for an Open Spaces Apprentice is run in early April and</p> <p>(ii) that a person is appointed to the role if there is suitable candidate.</p>	Town Clerk	Apprenticeship advertised, interviews to be arranged	
6.	12.08.14 R41	Office Staff	Recruit Deputy Clerk	Town Clerk	Advert placed w/c 05.01.15; closing date 23.01.15	<p><b>Complete</b></p> <p><b>28.04.15</b></p>

Resources Committee Action List Updated 02.06.15

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7.	CILCA Fees F&P 02.10.12	Resolved that the Town Clerk be reimbursed of fees for undertaking a training course.	Fees can be reimbursed after 6 <sup>th</sup> Month probationary period 1) Town Clerk will be reimbursed once her portfolio is complete.	Town Clerk	Shortlisting week commencing 02.02.15 Interviews 10.02.15 Re-advertised Position offered to applicant  Fund carried over as an accrual (2013/14) July 2014 Portfolio compilation commenced 05.11.14 Portfolio submitted for assessment  10.12.14 Credit achieved in 16 units. Further	

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					information required for remaining units (some of which will need changes to Council documents / procedures)  <b>Remaining units will be submitted June 2015</b>	