

Ilminster Town Council Project Plan

No	Priority	Date Raised	Subject	Action	Milestones	Review/Action Date	Sponsor
A – Cemetery							
1	13	20/10/09	Lower cemetery wall	<p>Long term plan to be developed for the maintenance of the lower wall</p> <p>Visual inspection of wall running north north west (adjacent to access lane of neighbouring property) and cost of repair work obtained 15.10.13. To be considered by the Open Spaces Committee on 5 November 2013</p> <p>Contractor has visited site and report will be made to April O.S Committee regarding costs and timetabling.</p> <p>Order has been issued for the work 02.05.14</p> <p>Contractor started work to boundary walls week commencing 05.05.14</p> <p>Contractor will be doing work gradually during 2014</p> <p>Confirmation is being sought as to whether the current contractor can complete the job within an agreed timescale</p> <p>Contractor started wall by cemetery Lodge w/c 08.09.15</p>	Open Spaces to be advised of relevant parts of covenant.	April 2017	Cllr R Drayton

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B – Recreation Areas							
2	10	7/6/11	Additional land for recreational space.	<p>Chair of Open Spaces looking to provide recreational master plan. Open Spaces review group met 30.05.13</p> <p>03.09.13 Land adjacent to Britten's Field not available from SCC.</p> <p>Open Spaces Review Group meeting 3rd and 4th September to interview potential Landscape Architects/designers and formulate recommendation to go to Council on 10.09.13.</p> <p>15.10.13. Landscape designer has been appointed, will discuss initial thoughts with Open Spaces review Group on 15.10.13. Public Consultation booked for 7 November at Swanmead school to take place over late afternoon and early evening</p> <p>08.01.14 Principles for masterplan agreed by Council.</p> <p>Nov 2015 Correspondence exchanged with Somerset County Council</p> <p>January 2016 informal meetings held with Donyatt Parish Council</p> <p>February 2016 informal meeting held with SCC Estate Manager</p> <p>Joint informal meeting to be held for all ITC & Donyatt Councillors early March</p>	Discussion with SSDC to continue	December 2016	Cllr S Shepherd

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				23.02.16 Town Council meeting will consider registering an interest in SCC owned land Meeting arranged for Mayor, Town Clerk & SCC Estate Manager at end of July Possibility of s106 money for acquiring recreation land raised with SSDC leisure team			
3	8	7/5/11	Hammerhead land	Acquire the Hammerhead land with the intention of converting it into a park area. Reviewed in Nov 2012 – Councillors requested item remains on action plan 03.12.13 Town Clerk to write a formal letter to Mr Charles Clark to assist Councillor Shepherd. Town Clerk sent letter 20/01/14 Discussed at Council 22 .07.14. and instructions given to the Town Clerk Town Council to be updated at meeting on 21 June 2016 Increased offer made			Cllr Keitch (as Mayor)
5	4	6/9/11	Canal Banks	To bring canal back to full working order. 23.08.13 Chair of Open Spaces and Town Clerk met with SSDC Open Spaces Officer to discuss the possibility of obtaining S106 monies towards enhancement of the south end of the Canal.		Review Oct 2015	Cllr R Swann (supported by Cllrs J Sothern & T Walker)

C – Vision

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6	3	07/10/08 Revisited 17/5/11	Strategic Vision	<p>To take the existing parts of the previous Strategic Vision revise it and complete it in a form which can easily morph into a Neighbourhood Plan. This is to include investigating the feasibility of the creation of a car park to the rear of the building on the south side of Silver Street.</p> <p>December 2013) will be a key part of strategic planning.</p> <p>03.09.13</p> <p>The Master Plan for the Recreation Ground and Britten's Field</p> <p>Discussion paper about strategic objectives to be prepared by TC & Mayor; informal discussions to be held with all Councillors and then brought Council for formal discussion and approval – to then be linked with development of a 3yr budget programme.</p>	SSDC hosting information evenings on Neighbourhood Plans in November 2012 – Town Clerk attended 27.11.12	December 2016	Mayor
D - Office							
E– Personnel (Wardens and Office Staff)							
F- Highways/Pavements Paths							
8		08.04.14	Drain Infrastructure	Liaison with Somerset County Council and local residents. Meeting arranged With SCC Highways 17.10.14	(11.05.16) Station Road work has been undertaken and seems to be successful		Cllr A Shearman (supported by Cllr D Kinder)

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				Investigate the possibility of obtaining future S106 monies for drainage infrastructure			
F Planning							
9		Oct 2015	Neighbourhood Plan	<p>Develop a Neighbourhood Plan for Ilminster</p> <p>Meeting arranged for 5 January 2016, Community Council invited to attend to talk about how they may be able to help with the process</p> <p>Meeting took place and agreed information to be researched for next meeting</p> <p>17.03.16 Martock Clerk facilitated a Councillor briefing</p> <p>Working Group Meeting 12 May to form report to take to June Council</p> <p>2 May meeting identified some steps to be taken and drafted resolutions for consideration by Council in July; further meeting planned for June</p> <p>Update given to July Council meeting</p>	Agreement of working group membership & remit		