

Agenda No 15

Ilminster Town Council Project Plan (for Town Council meeting on 23.02.16)

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 2015	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 2015	Cllr S Shepherd

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				23.02.16 Town Council meeting will consider registering an interest in SCC owned land			
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			Cllr S Storey
4	15	13/10/09	New Management Plan for Herne Hill	The last management plan for Herne Hill was produced in 1995. Much has changed since then and a new management plan would be desirable. 03.09.13 Work has started on a new document for Herne Hill to be two parts, a reference section about the various species to be written by the advisory group experts and management section which is being compiled by the Senior Open Spaces Warden and Deputy Clerk. First draft should be available November. Draft plan considered at O.S Committee 22.04.14	SWT to be contacted reference assistance in producing a management plan. Advisory Group met 12.03.13 and 04/03/14 11.06.14 Committee Vice-chair, Deputy and Senior Open Spaces Warden met Forestry Commission rep who gave advice on tree maintenance and development of Management Plan. 12.02.16 – Management Plans in “layman” format & Woodland Trust format	December 2015	Cllr R Neave

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				Temporary Part Time Open Spaces Warden developing the 2014 plan as part of his studies	presented to Herne Hill advisory Group who recommended adoption. Open Spaces Committee 16.02.16 recommended to Council 23.02.16 Council to consider adopting and implementing plan		
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							
6	3	07/10/08 Revisited 17/5/11	Strategic Vision	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. December 2013) will be a key part of strategic planning. 03.09.13	SSDC hosting information evenings on Neighbourhood Plans in November 2012 – Town Clerk attended 27.11.12	December 2015	Cllr R Neave (Supported by Cllrs Fagan, Kinder & Goodall)

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				The Master Plan for the Recreation Ground and Britten's Field			
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 Investigate the possibility of obtaining future S106 monies for drainage infrastructure			Cllr A Shearman (supported by Cllr D Kinder)
F Planning							
9		Oct 2015	Neighbourhood Plan	Develop a Neighbourhood Plan for Ilminster Meeting arranged for 5 January 2016, Community Council invited to attend to talk about how they may be able to help with the process Meeting took place and agreed information to be researched for next meeting 17.03.16 Martock Clerk facilitated a Councillor briefing	(i) Agreement of working group membership & remit		