

# ILMINSTER TOWN COUNCIL

Council Offices  
North Street  
ILMINSTER  
Somerset  
TA19 0DG

Tel: 01460 52149  
Fax: 01460 55642  
e-mail: [town.council@ilminster.gov.uk](mailto:town.council@ilminster.gov.uk)

Town Clerk: **Joy Norris**



10<sup>th</sup> March 2015

Dear Councillor

A meeting of the **Town Council** which you are summoned to attend will be held on **Tuesday 17<sup>th</sup> March 2015 at Greenfyld First School, Silver Street, Ilminster starting at 19:30 hrs.**

The business to be transacted at the meeting is outlined on the Agenda below. Any reports listed as "to follow" will be made available as soon as possible, and in any event at least 30 minutes before the start of the meeting.

Yours sincerely

pp  
Joy Norris  
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 25<sup>th</sup> February 2015 as a correct record (to follow)
  - b) To consider the office Action Plan relating to the Town Council Meetings. (attached, agenda no 4b)
4. **Mayor's Announcements/Engagements**
  - a) The Mayor will make announcements relevant to Town Council and Mayoral activities and engagements
  - b) The Mayor attended the following engagements between 17<sup>th</sup> February 2015 and 17<sup>th</sup> March 2015
    - 2381 (Ilminster) Squadron Annual Dinner & Presentation Night on Saturday 14<sup>th</sup> March 2015 at Hornsbury Mill, Eleighwater, Chard

- Information session for potential town councillor candidates on Tuesday 3<sup>rd</sup> March 2015 at the Minster rooms, Ilminster

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 (attached, agenda no 6)
7. **Report from County Councillor for Ilminster**  
To receive the report from the County Councillor Linda Vjeh (attached, agenda no 7)
8. **Reports from Representatives on Outside Bodies**  
To receive reports from Representatives on Outside Bodies Ilminster Forum (attached)
9. **Resources Committee Recommendation**  
The Chair of the Resources Committee to provide an oral update on relevant matters and present recommendations made by the Committee meeting held on the Tuesday 10<sup>th</sup> February 2015 (attached, agenda no 9)
10. **Monmouth Rebellion Board**  
To discuss the proposal for a new "The History of Ilminster Board" and the minor reparation of the existing "Monmouth Rebellion Board" and consider the Town Council's stance on the project. (attached, agenda no 10)
11. **Winterhay Lane Recreation Ground – Play Area Project**  
The Open Spaces Review Group has considered the plan for the play area (attached) and recommends it for implementation. There is s106 money allocated for the Winterhay play area and the Town Council has informally indicated that it would be willing to use the money in the renewals budget for play equipment at Winterhay. The Town Council is asked to consider formally applying to South Somerset District Council for the s106 money for this project and also to authorise the use of the renewals budget. Quotations are being sought for both the supply and installation of the equipment and an oral update will be given at the meeting.
12. **Update from the Open Spaces Review Group**  
An update and recommendations from the recent meeting of the Open Spaces Review Group will be presented and considered by the meeting.
13. **Update from Football & Community Facility Governance Group**  
An update and recommendations from the recent meeting of the Football and Community Facility Governance Group will be presented and considered by the meeting. Topics likely to be included are: update on grant applications; appointment of a contract administrator; advertising for expressions of interest (to compile a list of contractors to be invited to submit tenders), lease.
14. **Licences and Leases**  
(i) To consider a request from the Cricket Club that the Town Council discuss with the

Ilminster Education Foundation the possibility of a sub-lease, rather than a licence, for the cricket pavilion

(ii) to receive an update on the discussions regarding the lease and licence content based upon the headings already agreed by the Town Council

(iii) to consider the principles to be applied in setting the rent for:

- Football and Community Facility and associated pitches
- Cricket Pavilion and associated cricket squares
- The Sports Club

(iv) To consider the length of tenure to be granted to the Cricket Club in the licence for The Sports Club

**15. Projects for future s106 funding**

It has been suggested that the Town Council should have a list of potential projects that s106 money could be sought / used for and that such a list should be provided to South Somerset District Council. The Town Council is asked to decide what it would like on the list.

**16. Consider Insurance Renewal**

In accordance with financial regulations to consider approval of the Council's Insurance cover 2015/16 (attached, agenda no 16)

**17. Project Plan**

To consider progress on the project plan and whether any changes are necessary. (attached, agenda no 17)

**18. Authorisation of Payments and Notification of Virements**

The Schedule of Payments for authorisation is attached for Council's approval. (attached, agenda no 18)

**19. Exclusion of the Press and Public**

To consider taking item 20 without members of the public and press present due to the confidential nature of the business to be transacted.

**20. Hammerhead Land**

The Town Clerk to provide an oral update on progress with implementing the Council's instructions regarding the Hammerhead Land.

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**Reminders**

**Meetings**

Open Spaces 24th March 2015

Planning, Highways & Transport 7th April 2015

Resources 7th April 2015

Council 14th April 2015 – Greenfylde First School, Silver Street

