

Town Council Action List For Council 19th April 2015
Updated 15th May 2015

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
1.	14.04.15 TC 406 c)	Mayor's Announcements/ Engagements	RESOLVED that the Town Council purchases a Somerset Day flag and pole not exceeding a cost of £50	Office Staff	Flag purchased	01.05.15
2.	14.04.15 TC 411	Resources Committee Recommendation	RESOLVED that a cheque is raised for £250 and that is reported for ratification to the next Council meeting (Scout Jamboree grant)	Office Staff	Cheque raised, sent and received by recipient	21.04.15
3	14.04.15 TC 414	Office Accommodation Working Group	RESOLVED that (i) That the possibility of locating the Wardens Workshop on Town Council owned land at West Crescent be explored (issues to include cost, security, access and possible planning requirements)	Accommodation Working Group		
4	14.04.15 TC 415	Sports Club Tenure	RESOLVED that the Ilminster Cricket Club be offered a 25 year tenure in the licence for the Sports Club	Town Clerk		
5.	14.04.15 TC 416	Community Facilities Management and Rental Policy	RESOLVED that the principles in the Community Facilities Management and Rental Policy be adopted. Details to be completed	Town Clerk / Cllr Goodall		
6.	14.04.15 TC 417.	Moving the Cricket Square (3rd, 4th & Youth Teams)	RESOLVED that the Town Clerk be given delegated authority to accept best value quotation and order of work	Town Clerk	(i) Quotations received, details checked with advisors (ii) Loam & location confirmed by Cricket club 15.05.15. (iii) Order will be placed w/c 18/5	

Town Council Action List For Council 19th April 2015
Updated 15th May 2015

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
7.	17.03.15 TC 389	Report from County Councillor for Ilminster	The Town Clerk is initially to speak with Councillor Linda Vjeh regarding drain maintenance in Ilminster and follow up with a robust letter to Somerset County Council Highways.	Town Clerk	14/05/15 City Cllr investigating if schedule available od when drains were last cleared and when they are due to be cleared again	
8.	17.03.15 TC 393	Winterhay Lane Recreation Ground – Play Area Project	RESOLVED that The Town Council formally apply to South Somerset District Council for the full s106 money allocated for this project and also to authorise the use of the renewals budget at the sum of £12,000 for future maintenance and enhancement of the play area.	Town Clerk		
9.	20.01.15 TC 353	Open Spaces Committee Recommendation	RESOLVED that Widening of the Path between The Mead to the Wardens' Workshop (i) To accept the contractor's quote (using crushed stone and concrete) of £1650 (ii) That the work should be funded as follows: Amount Budget heading £250.00 561/14 £250.00 561/8 £500.00 560/11 £650 unallocated reserves	Town Clerk/ Deputy	Order raised. Work scheduled for March	Work completed end of march 2015
10.	16.12.14 TC 328	Club Licences and Leases	RESOLVED that (i) That the heads of terms to be included in new licence and lease agreements with the football, cricket and sports club are approved.	Town Clerk	1. Individual meetings arranged with Cricket & Football Clubs to	

Town Council Action List For Council 19th April 2015
 Updated 15th May 2015

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
11.	14.10.14 TC 288	Market House Quotations	<p>(ii) That the Town Council's solicitor (previously agreed) be requested to start compiling the template for the licences and lease based upon the agreed heads of terms</p> <p>(iii) That the Chair of Open Spaces, Cllr Neave and the Town Clerk meet with Cricket Club representatives and Football Club representatives to negotiate the details to be contained in the licence / leases</p> <p>(ii) That the details negotiated in (iii) above to be reported to Council for approval</p>	Deputy Town Clerk	<p>discuss detail. Initial meetings have taken place</p> <p>2. Solicitor requested to draft football facility lease -- draft expected mid April</p> <p>3. First draft of Football lease received and comments returned to Solicitor .</p> <p>Agreed with contractor and letter sent 06.11.14</p> <p>Contractor visited site to arrange start date but has now advised much more work is required than quoted for - Formal report to be made to June Resources Committee</p>	
12.	19.08.14 TC 237	Council Office Accommodation	<p>RESOLVED that Contractor C be appointed for the sum of £5092, provided the quotation could be fixed, until next Spring/Summer when the works could commence.</p> <p>RESOLVED that Councillors Neave, Storey, and Shearman meet with a member of staff to come up with an outline of desirable future premises.</p>	Town Clerk	<p>Meeting arrangements are being made</p> <p>Meeting arranged reports</p>	

Town Council Action List For Council 19th April 2015
 Updated 15th May 2015

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
					First meeting took place 21.01.15	presented to Council April 2015
13.	10.06.14 RES 35	Town Sponsorship	<p>RESOLVED</p> <p>(i) That the cost for a 1 year sponsorship of the Station Road / Reic Sur Belon Roundabout be £750.00</p> <p>(ii) That the cost of sponsorship at the triangle or the top of North Street be £100 per year.</p>		On - going	
14.	08.04.14 T.C 146	Action on Rural Planning Chaos	<p>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, hi fighting Iminster Town Council's concerns on the quality and quantity of local development. The letter will be approved by Council.</p>	Town Clerk, Cllr Miller, Cllr Goodall		
15.	SCC Investigation Winterhay Lane TC 05.02.13	Winterhay Lane Footpath	<p>Resolved</p> <p>1) that the Town Council stance is that it supports Winterhay Lane becoming a designated right of way</p> <p>2) That Cllrs Swann(with Cllr Miller as deputy) attends the County Council's Regulation Committee on 7th March 2013 to put the Town Council's view</p>		<p>1) Meeting booked for 7th March 2013</p> <p>Meeting Cancelled – Councillors and Mr Holtom informed</p> <p>2) Report and Recommendation received from SCC</p> <p>3) Application to be placed before regulations Committee on 3rd</p>	

Town Council Action List For Council 19th April 2015
 Updated 15th May 2015

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
					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 Planning Inspectorate. 8) Information from County Councillor suggests timescale for submission to Planning Inspectorate unknown 9) Town Clerk sent letter 12.12.14 10) Item added to agenda to discuss at	

Town Council Action List For Council 19th April 2015
 Updated 15th May 2015

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
					<p>meeting on 20.01.15 10) Meeting 20.01.15 RESOLVED "That, in the light of the friction which exists in the town over the continuing ambiguity as to the status of the footpath that adjoins Winterhay Lane that the Town Clerk be authorised to contact vigorously all organisations who can assist in implementing an early resolution of the issue." Letters sent 24.02.15 (SCC Chief Exe, Ch Regulation Cttee, MP, PCC, Conservative PPC Replies received from PCC and SCC 14/05/15 letter to mayor rec'd from SCC stating that this footpath will be the</p>	

Town Council Action List For Council 19th April 2015
 Updated 15th May 2015

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
					next case compiled by SCC and sent for decision	