

Ilminster Town Council

To: All members of Ilminster Town Council

Dear Councillor

You are summoned to attend the **Annual Meeting** of the **ILMINSTER TOWN COUNCIL**

To be held on **Tuesday 15 May 2012** at 7.30pm in the Council Chamber, Council Offices, North Street, Ilminster to transact the business outline below.



Julia Thorne
Town Clerk

Date 9.5.12

Public Question Time

Members of the public are invited to ask questions or raise issues relevant to the work of the Council. The overall time available for this session is restricted to 15 minutes unless the Chair decides otherwise. Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously. It is helpful if potential contributors can make themselves known to the Clerk before the meeting so that the session can be programmed effectively.

COUNCIL AGENDA

Prayers

1. Appointment of Mayor
2. Declaration of Acceptance of Office
3. Appointment of Deputy Mayor
4. Minutes of the previous meeting
5. Apologies for Absence
6. Declarations of Interest
7. Appointment of Committees and Committee Chairs
8. Appointment to Representatives to Outside Bodies
9. Appointment of Cheque Signatories
10. Inspection of deeds and documents
11. Matters arising
12. Authorisation of Payments
13. Personnel matters
14. Action Plan
15. Planning application
 - (a) 12/00615/FUL Amended
 - (b) 12/01485/FUL

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(c) 12/01621/FUL

16. Planning Decision

(a) 12/00935/FUL

(b) 12/00841/ADV

17. Town Clerk's Report and Correspondence

18. Programme of Meetings

Annual Council Meeting of Iminster Town Council
Tuesday 15th May 2012

Agenda

Prayers

1. Appointment of Mayor

To appoint the Mayor for the period to May 2013

2. Declaration of Acceptance of Office

To receive the Declaration of Acceptance of Office by the Mayor

3. Appointment of Deputy Mayor

To appoint the Deputy Mayor for the period to May 2013

4. Minutes of the previous meeting

To confirm the minutes of the Council meeting held on 1st May 2012

5. Apologies for Absence

6. Declarations of Interest

7. Appointment of Committees and Committee Chairs

(a) Finance and Policy Committee

(b) Open Spaces Committee

(c) Planning Committee

(d) Personnel Committee

8. Appointment to Representatives to Outside Bodies

Current representatives list Appendix A

9. Appointment of Cheque Signatories

List of current signatures Appendix A

10. Inspection of deeds and documents

To note that the Council's Deeds and Documents are available for inspection in the office

11. Matters arising

12. Authorisation of Payments

Appendix B

13. Personnel matters

Overtime payments - Staff contracts state that:

Additional Hours

If you are required to work more than your normal working hours servicing The Council

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and its committees or as The Council's representative at external events, you will under normal circumstances take time off in lieu at a time agreed between you and The Council, or be reimbursed at the normal NJC rate for these hours, if agreed in advance.

Exceptional additional hours required to be worked must be approved by The Council, or under delegated powers, by The Mayor, in advance.

It was realised that this matter had not been agreed by the Council and it is suggested that a vote be taken proposing that the Mayor be given delegated powers to approve overtime payments when it is deemed appropriate.

The same applies to holidays as once again the contract states:

Annual Leave

Holidays must be taken at times agreed with The Council. By mutual agreement no more than 5 days leave may be carried forward to the next leave year.

14. Action Plan

Appendix C

15. Planning Application

- (a) **12/00615/FUL Amended-** The erection of smoking shelter (Retrospective Application). Royal Oak, The Cross Ditton Street, Ilminster, Somerset TA19 0EH
- (b) **12/01485/FUL-** Alterations and conversion of barn to form 1 No. live-work unit with associated parking. Knott Oak, Townsend, Ilminster, Somerset, TA19 0JA
- (c) **12/01621/FUL-** Alteration and erection of a two storey extension with balcony. 17 The Beacon, Ilminster, TA19 9AH

16. Planning Decision

(a) 12/00935/FUL

Alterations to include the installation of ventilation louvres. Telephone Exchange Rutters Lane Ilminster Somerset TA19 9AN

GRANT PERMISSION FOR THE FOLLOWING REASON(S):

01. The proposal, by reason of size, materials, design and location does not adversely affect the residential or visual amenity in accordance with the aims and objectives of saved policies ST5 and ST6 of the South Somerset Local Plan (adopted April 2006), saved policy STR1 of the Somerset and Exmoor National Park Joint Structure Plan (adopted 2000) and NPPF Chapter 7: Requiring Good Design.

SUBJECT TO THE FOLLOWING CONDITION(S):

01. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To accord with the provisions of section 91(1) of the Town and Country Planning Act 1990.

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02. The development hereby permitted shall be carried out in accordance with the following approved plans:

Drawing no. SCA/1221/01 received 9 March 2012

Drawing no. SCA/1221/02 received 9 March 2012

a) 12/00841/ADV

Application to display 2 No. non illuminated fascia signs, 1 No. Non illuminated totem sign. Unit 3 Slape Industrial Estate Station Road Iminster Somerset TA19 9BL

GRANT CONSENT FOR THE FOLLOWING REASON:

01. The proposal, by virtue of the siting, design, materials, scale and illumination is in keeping with the character and appearance of the area and does not prejudice public safety and is in accordance with the aims and objectives of policy MS7 of the South Somerset Local Plan (2006).

SUBJECT TO THE FOLLOWING CONDITIONS:

1. (a) All advertisements displayed and any land used for the display of advertisements shall be maintained in a clean and tidy condition to the reasonable satisfaction of the Local Planning Authority.
- (b) Any hoarding or similar structure or any sign, placard, board or device erected or used principally for the purpose of displaying advertisements shall be maintained in a safe condition to the reasonable satisfaction of the Local Planning Authority.
- (c) Where any advertisement is required under these Regulations to be removed, the removal thereof shall be carried out to the reasonable satisfaction of the Local Planning Authority.

17. Town Clerk's Report

Notice of Temporary road closure – A356 Broadshard Road, Broadshard Road to Furringtons Cross, North Street, Ashlands Road and Merriott Road, Crewkerne

18. Programme of Meetings

Next cycle of meetings

29 May – Open Spaces Committee Meeting

12 June – Finance and Policy Committee Meeting

19 June – Council/grants

26 June - Council