

ILMINSTER TOWN COUNCIL

Council Offices
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ILMINSTER
Somerset
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Town Clerk: **Joy Norris**

A meeting of the **Town Council** will take place on **Tuesday 8th April 2014** in the Council Chamber, Council Offices, North Street, Ilminster starting at **19:30 hrs.**

The public are welcome to attend this meeting. Members of the public are invited to ask questions or raise issues relevant to the work of the Committee. 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 Town Clerk before the meeting so that the session can be programmed effectively. This section is not part of the formal meeting of the Council and minutes will not be produced.

The Agenda for the meeting is given below. Please contact the Town Council Office if you would like a copy of any of the reports.

Joy Norris
Town Clerk

Date:

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 **25th March 2014** as a correct record.
 - b) To consider the office Action Plan relating to the Town Council Meetings.

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 **25th February 2014** and **25th March 2014**.
 - Monday 10th March 2014 Mayoral Visit Ilminster Guides
 - Tuesday 11th March 2014 Yeovil Town Council Civic Day
 - Friday 14th March 2014 South Somerset District Council's Civic Evening Performance of 'Sister Act' by Yeovil Amateur Operatic Society at the Octagon Theatre, Yeovil
 - Thursday 20th March 2014 Ilminster Dementia Action Alliance Launch Event at Muchelney House, Ilminster
 - Sunday 23rd March 2014 High Sheriff of Somerset Mrs Maureen Whitmore's Legal Service at Wells Cathedral
 - Friday 28th March 2014 Chard Town Council Performance 'A funny thing that happened on the way to the Forum' by Chard Light Operatic Society.
5. **Police Report**

Ilminster Beat Report – **April 2014**
A written Police Report for the Month of February was circulated via email on the 4th March 2014 to all Councillors
6. **Report from the County Councillor for the Ilminster Division**

To receive a report from the County Councillor
County Councillor Report March 2014 – Cllr Linda Vijeh (attached, Agenda item 6)
County Councillor Vijeh circulated February's written report via email on 3rd March 2014 to all Councillors as noted on the Minutes of the Town Council Meeting held on 25th February 2014.
7. **Reports from District Councillors**

To receive reports from District Councillors
8. **Reports from Representatives on Outside Bodies**

To receive reports from Representatives on Outside Bodies.
Chamber of Commerce – Cllr Emma Jane Taylor
9. **Action on Rural Planning Chaos**

Local Councils have been contacted by Huish Episcopi Parish Council and asked to consider lobbying Government regarding the current planning processes.
10. **Review of Committees**

Six months ago the Town Council introduced a revised Committee Structure, the Council is asked to consider whether further changes are required.
11. **Review of Public Participation at Council and Committee Meetings.**

The present arrangements have been in place for at least two years and have been used extensively particularly during the early part of 2014 (Local Plan and Open Spaces Review meetings). It would therefore seem an appropriate time to re-evaluate the existing arrangements and ensure they are effective and manageable.

- 12. Scarecrow Competition**
Ilminster Midsummer Experience have asked whether or not the Town Council will once again organise the Scarecrow Competition. If the Council is to proceed, judging arrangements need to be decided.
- 13. Citizens Award**
The Town Council presents an award to a nominee in recognition of outstanding service to the town. The Council is requested to agree on the judging arrangements
- 14. Community Resilience Store**
To consider and agree on the rental costs to be applied for the provision of Community Resilience Stores located in Ilminster.
- 15. Authorisation of Payments and Notification of Virements**
The Schedule of Payments for authorisation is attached for Council's approval.
- 16. Project Plan**
To consider progress on the project plan and whether any changes are necessary.
- 17. Clerk's Updates**
The following Clerk's Updates have been sent by email since the last Council agenda was published.

Number	Date	Topic
3/14	21.02.143rd	North Street Road Closure Somerset Levels Relief Fund from Bath & West Of England Society Temporary Road Closure Court Barton and Church Street, Crewkerne Thank you letter Donation to the Beacon Centre Somerset Minerals Plan Consultation Office Computers and Computer System
4/14	04.03.14	Office telephones Office computers / email Police Report Training Opportunities Temporary Road Closure
5/14	18.03.14	25 March Meetings Committee Structure Public Participation At Council Meetings Somerset Minerals Plan Letter re Ditton Street Flooding Responsibilities

- 18 To Consider taking agenda items 19, 20 & 21 without members of the public and press present, due to the confidential nature of the business to be transacted."**

19 Community Right to Bid

The Localism Act 2011 gives communities the right to bid for land or buildings which they believe could be beneficial to their communities. The Council are asked to consider nominating community assets, to be recorded.

20 Accepting Apologies

To consider and approve a Councillor's absence.

21. Update on the North West Cemetery Wall

The Town Clerk provide an oral update the Council on the North West Cemetery Wall.

XXXXXXXXXXXXXX

Reminders

Meetings

15 April Planning

22 April Open Spaces

29 April Resources

6 May Annual Town Meeting

13 May Annual Council Meeting

No.	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
1.	20.03.14 Mayor's Weekly Meeting	Donation of Prizes for Easter Events	Letters to be drafted to Tesco & Cooperative to request donation of prizes (eggs) For Town Council & Youth Council Easter Events	Nikki/Joy	In Progress	
2.	25.02.14 TC 122	Police Report	Request a written report and circulate to Councillors	Joy	Town Clerk emailed PC Andy Stuart 27.02.14 Report received and circulated with Clerks update 4/14 04.03.14.	COMPLETED 04.03.14
3.	25.02.14 TC 126	Clearance of Gullies	RESOLVED that Gullies (Options available) is included as an item on the next Open Spaces agenda	Nikki/ Michelle	Added to O.S Agenda planner 26.02.14 Added to Agenda 27.02.14	See O.S Resolutions
4.	25.02.14 TC 127	Byelaws	RESOLVED that: (i) That a resolution is passed to adopt the byelaws (ii) That the Mayor and Deputy Mayor are the designated signatories on the formal document to be sealed (iii) That the appropriate notice regarding the byelaws is placed in the Chard and Ilminster News and also on the Town Council's Website and Notice board (iv) That a fee of 10p per 100 words be charged for supplying the byelaws or any extract from the document during the period that they are on deposit. (iv) that after the byelaws have been on deposit for 1 month application for them to be confirmed is	Joy/Marilyn	Approved at Full Council 25.02.14	See Town Council Resolutions

Action List for TC Agenda 8th April 2014

No.	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
			made to the Department for Communities and Local Government.			
5.	25.02.14 TC 128	Conservation Area	RESOLVED that: (i) Copies of A3 Map be sent out by post to all Councillors to consider further. (ii) Councillors to submit feedback within a week.	Nikki	Sent Copies of Maps and Key to Cllr's 27.02.14 by post.	COMPLETE 27.02.14
6.	28.01.14 TC 102	Minutes – 3 rd Dec No. 87	Minutes of the 3 rd December – no 87 – needs to be reworded, cross reference to the meeting on 28.01.14 and taken back to the Town Council meeting on 25.02.14.	Joy	Taken to Town Council meeting on 25.02.14 - Approved	COMPLETE 25.02.14
7.	28.01.14 TC 102	Office Action Plan	Ask Mr Raffell if Berkley Homes can have a copy of the Flood Plan	Marilyn	Deputy Clerk emailed Mr Raffell 31.03.14. Awaiting reply	
8.	28.01.14 TC 104	Police Report	Ask police to write their report in a more formal manner and indicate who it has been written by.	Joy	Town Clerk spoken with P.C A Stuart Received a written Police report 27.02.14	COMPLETE
9.	28.01.14 TC 110	Budget & Precept for 2014/15	Update the budget sheets with the approved figures and save as approved budget 2014/15. Attach a copy to the minutes	Michelle	Copy with minutes and copies sent to Cllrs for their records 25.02.14	COMPLETE
10.	03.12.13 T.C 80	Emergency Flood Plan	Cllr Vjeh investigating if funding available from the County Council.	Cllr Vjeh		

Action List for TC Agenda 8th April 2014

No.	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
11.	22.10.13 T.C 69	Project Plan	<p>1. Path between brakes garage and Riec sur belon needs maintenance— Cllr Goodall reported it is the management company for Riec Sur Belon development (meeds fleet) – C.G will make them aware that this could be a flood risk.</p> <p>2. Town Clerk to write a letter to express that the Town Council is dissatisfied with the attitude of the developer regarding proposed development and works so far. – Link to project Plan</p>			
12.	Full Council 07.05.13	Item 12 Approval of Accounts	<p>The Town Clerk will investigate the 2 recommendation from the Internal Auditor</p> <p>A) that the accounting procedure for Reserves is reviewed.</p> <p>B) that a tagging scheme should be implemented to provide more physical control over our fixed assets.</p>	Joy/ Marilyn	<p>1) Internal Auditor to be discussed at F&P on 27.08.13</p> <p>2) Agreed to send out documents to suitable individuals/ organisations and wait to see what response we receive back – as at os meeting on 13.08.13</p> <p>31.01.14 Meeting scheduled with Internal Auditor.</p> <p>In process of tagging fixed assets.</p>	
13.	Full Council 07.05.13	Item 12 Approval of Accounts	The Town Clerk will look at how improvements can be made to the information that is required on our Annual Governance Statement	Joy		

Town Council Resolutions Progress Chart

No	Committee Minute Date and Topic	Resolution	Date Approved at Full Council Meeting	Progress to date
1.	<p>SCC Investigation Winterhay Lane TC 05.02.13</p>	<p>Resolved</p> <ol style="list-style-type: none"> 1) that the Town Council stance is that it supports Winterhay Lane becoming a designated right of way 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 	05.02.13	<ol style="list-style-type: none"> 1) Meeting booked for 7th March 2013 2) Meeting Cancelled – Councillors and Mr Holtom informed 3) Report and Recommendation received from SCC 4) Application to be placed before regulations Committee on 3rd October 2013 5) Consideration by SCC Regulation Committee postponed 6) Regulation Committee decided Winterhay Lane Should be a Public Right of Way, awaiting for SCC to make order. 7) SCC have made an order. 8) 01.04.14 SCC have received objections and this will now be referred to the Planning Inspectorate.
2.	<p>Byelaws TC 25.02.14</p>	<p>Resolved</p> <ol style="list-style-type: none"> (i) That a resolution is passed to adopt the byelaws (ii) That the Mayor and Deputy Mayor are the designated signatories on the formal document to be sealed (iii) That the appropriate notice regarding the byelaws is placed in the Chard and Ilminster News and also on the Town Council's Website and Notice board (iv) That a fee of 10p per 100 words be charged for supplying the byelaws or any extract from the document during the period that they are on deposit. (v) That after the byelaws have been on deposit for 1 month application for them to be confirmed is made to the Department for Communities and Local Government. 25.02.14 	25.02.14	<ol style="list-style-type: none"> 1) Byelaws advertised 19.03.14

ILMINSTER DIVISION - COUNTY COUNCILLOR REPORT MARCH 2014**COUNTY COUNCIL ACTIVITY**

Since the recent departure of the CEO the search is now on for a suitable replacement. Additional money for Broadband has been allocated, £22m. overall, and there is the expectation that there will be 95% coverage across the county by 2016.

My sponsored abseil is due to take place next week, so far I have received donations of £175..... more is welcome!

The small improvement scheme for flood prevention is now open for applications again, with a focus on providing grants to Parish, Town Councils and local community groups, rather than individuals.

FLOODING

The recovery phase is now well under way and local organisations such as Rotary have stepped up to the plate to provide equipment and assistance to enable people to make their homes habitable once more as quickly as possible. Tesco has also received praise for its contribution. News that the armed forces charged for the help they gave during the crisis has been greeted with some dismay by many, with the feeling expressed that they are actually paid by the tax payer.

HIGHWAYS/TRANSPORT

There continues to be frustration over outstanding issues, in this case particularly in relation to the lengthy closure of The Beacon, whilst subsidence is being investigated, and a petition has been launched by the local press.

LOCAL PLAN

SSDC brought forward their planned full council meeting to the middle of the month to discuss and make decisions in relation to the local plan, with particular reference to proposed changes to the direction of growth in Ilminster. As both the County Councillor for Ilminster (where SCC had an interest in the outcome), and also the District Councillor for Neroche I had been approached by residents on both sides of the argument, and after making a statement at the meeting abstained during the vote. Despite pleas from members of Ilminster Town Council and others, the decision was made for the planned direction of growth to be along the Canal Way end of town. The new proposals have now been submitted to the inspector, who it is expected will hold a further hearing before coming to a final conclusion. I have since received strong representations from one Donyatt resident, in relation to SCC correspondence over the tenancy for County Farmland and I am pursuing this on their behalf, where I believe that until the final outcome of the Local Plan is ratified any action, by any party, is premature and gives unnecessary cause for alarm.

ROYAL DEVON & EXETER NHS FT

As a Somerset representative on the Council of Governors I attend a number of meetings each month, and am currently the Chair of the Member Engagement Committee, where there is a desire to ensure that the general public have the opportunity to air their views over a range of issues concerning the future of acute hospital care provision. It is evident that there will be severe financial shortfalls for over 1/3 hospitals this year and more predicted for next. In this context I also represented patients at a conference held this month, where many of the NHS FTs across the region met to exchange views and air concerns. At the RD&E the key focus at present is on 'patient experience', and I was invited to take part in an observation exercise on a frail elderly ward, which proved very enlightening.

EDUCATION

The provision of free school meals for infants, planned for this September, continues to pose a huge challenge across the county, and has yet to be resolved.

I was present at the Somerset Youth Parliament Awards ceremony, held at Shire Hall, at which locally, Combe St. Nicholas was represented.

CHILDREN'S CENTRES

Budgets have been severely cut, from £7m. last year, to just £5.5m this year, with a similar level of reduction expected next year. The focus has been on reducing back room services and concentrating on front line staffing to support families as part of the Early Help Strategy, with an increase of 20 Family Support Workers across the County. I attended a 'Have Your Say' meeting at Ile Valley Children's Centre this week, along with just one member of the public, as part of a review of all centres. We met with SCC officers to discuss proposed future service provision at the centre. Unlike others across the county, there are no plans to close the centre, or reduce the range of services offered. It will however, be 'de-registered' for OFSTED purposes, thereby reducing the number of inspections required. **Suggestions with regard to other possible service user groups having access to the centre, to increase capacity, are actively being encouraged e.g. Youth Groups, IT support for job seekers etc.**

SOMERSET GOVERNORS' STRATEGY GROUP

As a long standing representative of this group, which focuses on supporting and developing school governors across the county, I have been very involved with the recruitment of the new Exec. Officer; interviews are expected to take place at the end of next month. There continues to be disappointment at the lack of representation by governors on this group.

With the increased responsibilities of governors, expressions of interest in joining are sought.

WILLOW SCHOOLS CO-OPERATIVE TRUST

The formal adoption of the constitution has now taken effect, and the inaugural meeting held. Due to my long standing involvement with several of the schools, I have been invited to join the board as an associate member, representing the SCC. The five schools involved, Ashill, Neroche, Winsham, Combe St. Nicholas and Buckland St. Mary are proceeding with the formulation of plans for mutual support, collaboration and cooperation, to ensure their continued progression. A number of other organisations have also expressed interest in involvement. Concern has been raised over the transfer of land assets where leases are currently held by SCC.

SOMERSET in CARE COUNCIL

I continue to be very involved with the Somerset in Care Council, attending their monthly meetings and helping youngsters to increase their cooking skills. I will once again be joining their residential weekend at the end of next week.

SOMERSET SKILLS AND LEARNING

At a recent meeting, in my position as Chair of the Advisory Board, I can advise that the planned date for transfer to Social Enterprise status has now been delayed until Aug. 2015. A further application is being made to the Skills Funding Agency for registration as an independent training provider.

SOMERSET RURAL YOUTH PROJECT

Previous concerns over board membership and changes to management appear to have been resolved, with the appointment of Nik Harwood as the new CEO, and the appointment of the new Board Chair expected to be announced shortly. I recently attended their residential development day in the Mendips where I took part in a self-assessment exercise

Joy Norris

From: Town Clerk <town.clerk@ilminster.gov.uk>
Sent: 18 February 2014 10:15
To: 'Emma Jane'; Andrew Shearman
Subject: FW: ACTION ON RURAL PLANNING CHAOS
Attachments: HEPC LOCAL DEVELOPMENT PAPER FEB 14.doc

Please see the email below and the attachment - do you wish to make this an agenda item at a future meeting?

Joy

Joy Norris
Town Clerk
Ilminster Town Council
Tel: 01460 52149



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Ilminster Town Council, Council Offices, North Street, Ilminster, Somerset TA19 0DG

From: Ilminster Town Council [mailto:town.council@ilminster.gov.uk]
Sent: 06 February 2014 09:24
To: town.clerk@ilminster.gov.uk; Deputy Clerk
Subject: FW: ACTION ON RURAL PLANNING CHAOS

Subject: ACTION ON RURAL PLANNING CHAOS

Dear Somerset Chairmen and Clerks - Huish Episcopi Parish Council has decided that enough is enough and it's time to take positive action on the chaos that has descended on its rural area since the Local Plan was rejected. The Council feels certain that its experience is being replicated nationally, predominantly due to the government's guidelines that encourage granting of planning permission anywhere.

Please take the time to read the attached letter and, if your Council feels likewise and is also lobbying the government, please inform this Council by copying your letter to Councillor Glenn Barton at: glennjennybarton@gmail.com. Councils reacting en masse might well have maximum impact.

Councillors are also encouraged to support the e-petition forwarded by SALC on 28 January to instigate debate at government level at: <http://epetitions.direct.gov.uk/petitions/59376>.

Jane Redfearn Clerk to Huish Episcopi Parish Council

Huish Episcopi Parish Council

email:

☎ 014

Rt. Hon. David Cameron MP

Rt. Hon. Eric Pickles MP

Rt. Hon. David Heath MP

Cllr. Ric Pallister

Cllr. Shane Pledger

re: LOCAL DEVELOPMENT – RIGHT PLACE, RIGHT PRICE, RIGHT TIME

Huish Episcopi Parish Council first wishes to make it quite plain that it is certainly not against development in its parish. Nevertheless it feels that its inherent local knowledge is being treated with complete contempt and overruled by distant urban-based Planning Inspectors, both with little or no understanding of rural areas and considering each application in total isolation from all other developments within the parish. The Council is here to serve its community but, as their expertise seems rarely respected, Councillors believe they are just wasting all their valuable time, given so freely, and this is not a democratic way of going about a planning process which is rapidly spiralling out of control.

As a result the Council is considering taking drastic action from 1st June 2014 such as imposing a moratorium on its observations regarding any further applications for development within the parish and referring all decisions to the Area North Planners and Committee. Area North can then bear the responsibility of explaining to the parishioners for example why, yet again despite Parish Council and local objections, development has recently been permitted on appeal in a completely inappropriate area when plenty of suitable land had already been identified. The Council also remains very concerned by the increasing number of proposed solar farms in open rural countryside. The main reasons for this sad state of affairs seem to be as follows:

- **Government guidelines.** These have apparently given “carte blanche” to developers to apply for development of every conceivable plot of land and tied the hands of District Planners in that they may not agree, without penalty, that some rural areas are unacceptable for development as, without the five year district development strategy in place, Inspectors seem unable to reject any application on appeal.
- **Local Community Plan.** With Government encouragement South Somerset District Council recommended the creation of Local Community Plans to guarantee control of parish development to parish councils, which could have entailed lots of hard work in consultation and associated major costs beyond many small parishes. It soon became clear that adopting such a plan would have been utterly futile in resisting unsuitable planning and development matters in this parish.

- **District Local Plan to 2028.** Under this Plan, subsequently rejected by the Inspector and still under revision, Huish Episcopi Parish Council was instructed to accept 405 houses to be built in its parish on behalf of Langport town, which had no further areas in which to expand, and all but 76 of these properties have already been built or have planning approval.

Since the rejection of the SSDC Local Plan to 2028 there has been a mad scramble to lodge a number of large outline planning applications amounting to a grand total of some further 229 dwellings within the parish, or over 300% of the total remaining requirements of the Local Plan, with more than 14 years remaining in the proposed Plan.

- **Parish Development.** Councillors devoted a great deal of time and consultation to identify acceptable areas for growth in the parish, far in excess of the number required and generally on flat land with less impact and intrusion on existing developments. Dwellings recently built within Huish Episcopi continue to be very slow to sell, so the Parish Council is understandably unenthusiastic about adding further land for development before these sites, which have already been agreed in the proposed Local Plan, have been built and occupied and other local issues have been resolved.
- **Affordable housing in Rural Communities.** Proposed development so far is definitely not meeting this rural area's needs. The requirement for "affordable housing" appears paramount but remains undefined in a meaningful way. In the Huish Episcopi/Langport area the average salary is about £20,000 so, even with two salaries, the maximum mortgage is likely to be no more than £150,000. Very few houses have been built recently in this price bracket, even part buy/part own, and consequently many larger houses are still unsold.

There are the issues of work in the area, transportation to and from work, water and sewage disposal including its effect in adding to the local flooding problems, empty properties and planning applications that have been granted but not built yet. Many pensioners would like to downsize to small bungalows but no bungalows have been built on local estates for over 25 years, totally ignoring the Council's request for these to be included in recent developments.

In conclusion Huish Episcopi Parish Council calls on all parties of HM Government and the local authority to halt this senseless free for all planning experiment, which is mostly encouraging developers to take out options with land owners to gain outline planning then sitting on the results to maximise future profit. Instead everyone should concentrate on helping to tackle the real issue – the need for a realistic long-term housing strategy to build decent homes in the right places, for the right prices at the right times.

Yours sincerely

SHIRLEY NICHOLAS (Mrs)
Chairman of the Parish Council

Copies to:
Local Councils
Cllr D Yeomans
Cllr R Mills

Paid Expenditure Transactions

between 22/02/14 and 28/03/14

Start of year 01/04/13

Agenda Item 15

Cheque	Paid date	Tn no	Gross	Vat	Net Cttee	Details	Heading
9239	25/02/14	1794	£468.03	£78.01	OS	Gilliard, Nigel	595
9240	25/02/14	1795	£30.00	£0.00	F&P	Ms Lucy Tunc	389
9241	25/02/14	1796	£75.00	£0.00	F&P	Mr D Craner	389
9242	25/02/14	1797	£341.15	£56.86	OS	Bradford's Building Supplies	561/13
9243	04/03/14	1799	£1,200.00	£200.00	OS	Redbay Design Ltd	595
9244	04/03/14	1801	£220.00	£0.00	F&P	Post Office	364/4
9245	04/03/14	1800	£0.00	£0.00	OS	SSDC	561/13
9246	04/03/14	1803	£167.76	£27.96	OS	SSDC	561/13
9247	04/03/14	1802	£704.00	£0.00	OS	Mr Peter Harrison	761
9249	11/03/14	1806	£7.12	£0.00	F&P	Martin McColl	364/3
9250	11/03/14	1806	£3,782.64	£630.44	F&P	CJ Systems Limited	395
9251	11/03/14	1807	£18.00	£0.00	OS	Power Shoes	560/9
9252	11/03/14	1808	£286.72	£47.79	OS	Glen Cleaning Co Ltd	563/1
9253	11/03/14	1809	£51.55	£5.03	OS	Iminster Warehouse	559
9253	11/03/14	1810	£62.58	£10.43	OS	Chubb Fire Ltd	552/2
9254	18/03/14	1818	£1.09	£0.00	F&P	Mrs J Williams	364/4
9255	11/03/14	1805	£40.67	£6.78	F&P	Samson Office Supplies	364/2
9256	18/03/14	1815	£1,111.26	£185.21	OS	Loxston Groundcare Equip	561/2
9258	18/03/14	1816	£145.82	£24.30	OS	Trade Uk	560/11
9258	18/03/14	1817	£88.85	£14.81	F&P	Chess Ltd	358/2
9259	25/03/14	1820	£1,237.30	£0.00	F&P	HMRC (Tax & NI)	350/1
9260	25/03/14	1821	£1,441.71	£0.00	F&P	SCC Pension Fund	350/1
9261	25/03/14	1822	£696.00	£116.00	OS	Somerset Landscapes Ltd	585
9262	25/03/14	1823	£150.00	£0.00	F&P	Iminster Christmas Lights	374/2
9263	25/03/14	1824	£10.00	£0.00	F&P	Somerset Playing Fields Ass	366
9264	25/03/14	1825	£460.00	£0.00	OS	Lee, Mr Chris	561/8
autopay	25/03/14	1814	£6.18	£0.00	F&P	NatWest Bank Ltd	363
b chrgs	28/02/14	1773	£22.74	£0.00	F&P	NatWest Bank Ltd	363
bacs 140312	12/03/14	1813	£48.00	£8.00	Cem	Elder & Froy	762/1
d/d 140328	28/03/14	1811	£58.31	£9.72	OS	Orange Payment Processing	558/4
sbacs 12	25/03/14	1819	£6,107.45	£0.00	OS	Salaries	350/1
Total			£19,039.93	£1,421.34			
							£17,618.59

Signed

Signed

Date

Iliminster 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>	Open Spaces to be advised of relevant parts of covenant.	April 2014	Goodall
2	7		Lower cemetery wall	<p>Reduction of pressure on cemetery lower wall.</p> <p>Nov 2012 - professional advice sought</p> <p>04.12.12 Council agreed that Town Clerk could obtain prices for dismantling the North West wall and proceed with the work based on the process obtained.</p> <p>03.09.13 Wall and railings dismantled, temporary fence in place.</p> <p>15.10.13 Quotations for replacement wall considered by Council 10.09.13.</p> <p>Site meeting held on 1 October, order has been placed for railings and delivery / erection will be 6-8</p>	Agreement with neighbours.	Sept 2013	Goodall

Ilminster Town Council Project Plan

No	Priority	Date Raised	Subject	Action	Milestones	Review/Action Date	Sponsor
B – Recreation Areas							
3	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>	Discussion with SSDC to continue	Dec 2013	Goodall
4	8	7/5/11	Hammerhead land	<p>Acquire the Hammerhead land with the intention of converting it into a park area.</p> <p>Reviewed in Nov 2012 – Councillors requested item</p>			Shepherd

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5	15	13/10/09	New Management Plan for Herne Hill	<p>remains on action plan</p> <p>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</p> <p>The last management plan for Herne Hill was produced in 1995. Much has changed since then and a new management plan would be desirable.</p> <p>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.</p> <p>First draft should be available November.</p>	<p>SWT to be contacted reference assistance in producing a management plan. Advisory Group met 12.03.13</p> <p>Next meeting scheduled for 04/03/14</p>	December 2013	Goodall
6	16	05/04/11 04/09/12	Bye Laws – omission to be rectified	<p>Amendment to be made and Byelaws re-sent.</p> <p>Byelaws submitted to relevant Government Department for approval Nov 2012 – 20 Dec 2012 DCLG confirmed receipt and that their legal team is checking the ITC submission</p> <p>Chased - Week commencing 11.03.13, and again 03/06/13 & 10/06/13.</p> <p>Assistance requested from MP David Laws – awaiting a</p>		Dec 2013	Miller

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				<p>response</p> <p>15.10.13. DCLG could not find original application so duplicate sent. Response received from DCLG 7.10.13 suggesting some amendments to wording</p> <p>The changes to the bye-laws have been sent to DCLG.</p> <p>Received an acknowledgement. Waiting for a reply.</p> <p>On Council agenda for adoption 25.02.14.</p> <p>Byelaws advertised 19.03.14</p>			
7	4	6/9/11	Canal Banks	<p>To bring canal back to full working order.</p> <p>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.</p>	<p>Cllr Swann to advise on further steps if any</p>	<p>Review Oct 2014</p>	Swann
C – Vision							
8	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.</p> <p>03.09.13</p> <p>The Master Plan for the Recreation Ground and Britten's Field (scheduled for approval December 2013) will be a key part of strategic planning.</p>	<p>SSDC hosting information evenings on Neighbourhood Plans in November 2012 – Town Clerk attended 27.11.12</p>	<p>December 2013</p>	Goodall
9	22	05/01/10 Revisited	Silver Street Car Park	<p>Investigate the feasibility of the creation of a car park to the rear</p>	<p>In abeyance until SSDC 2006 – 2026</p>	<p>Dependent on Action 10</p>	Austin

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		29/06/10		of the building on the south side of Silver Street.	Local Plan approved or rejected. (Comment by Cllr Miller)		
D - Office							
E - Personnel (Wardens and Office Staff)							
F - Highways/Pavements Paths							
10	21	19/05/09	Adoption of Lower Meadow, Canal Way Development	District Councillor Carol Goodall provided an update on SSDC adoption policy at the Open Spaces Committee on 13.08.13 (Minute OS 44 refers)	No target date yet from Persimmons for completion	23.11.12 Ch of Open Spaces Ctee has liaised with SSDC – who will not adopt until developer has brought the roads, public spaces and footpaths up to the approved standard. No timescale is known for this work. At Council Meeting on 22.10.13 Cllr Goodall reported the developer has agreed to maintain grass and hedge rows twice a year.	