

# ILMINSTER TOWN COUNCIL

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Town Clerk: **Joy Norris MILCM ACIS MSc**



**8 August 2017**

A meeting of the **Town Council** will be held on **Tuesday 15 August 2017** at Ilminster Bowling and Tennis Club, Shudrick Lane, Ilminster, TA19 0BN 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 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 Meeting Administrator before the meeting so that the session can be programmed effectively. Public participation is not part of the formal meeting of the Council however a note will be made of matters raised and recorded at the start of the minutes of the meeting.

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

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 18 July 2017 as a correct record. (To Follow)
  - b) To consider the office Action Plan relating to the Town Council Meetings. (To Follow)

- 4. Ilminster Flooding Issues**  
To consider any information and receive updates following the flooding in Ilminster on 23 July 2017.
- 5. Police Report**  
This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster (To Follow)
- 6. 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 13 July 2017 and 8 August 2017
- 7. Report from the County Councillor for the Ilminster Division**  
To receive a report from the County Councillor (To Follow)
- 8. Reports from District Councillors**  
To receive reports from District Councillors
- 9. Resources Committee**  
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 1 August 2017 (To Follow)
- 10. Reports from Representatives on Outside Bodies**  
To receive reports from Representatives on Outside Bodies; at the time of publishing the agenda the following representatives had indicated they would be reporting.  
(There were no reports received at the time the Agenda was published)
- 11. South Somerset District Council Area West Committee - Consideration of Planning Application 16/05500/OUT Land South West of Canal Way, Ilminster, Outline application for residential development for up to 400 houses**  
To consider appointing the Chair of the Town Council's Planning, Highways and Transport Committee to attend the Area West Committee to be held on 16 August 2017 and speak on behalf of Ilminster town Council regarding planning Application 16/05500/OUT, Land South West of Canal Way, Ilminster
- 12. Adoption of Red Telephone Kiosk in The Square, Ilminster**
  - a) to approve entering into the agreement with British Telecommunications PLC (To Follow)
  - b) to nominate 2 Councillors to sign the Agreement on behalf of Ilminster Town Council
- 13. Archie Gooch Pavilion Snagging List**  
To consider the snagging list provided by the Contract Administrator and the funding of the work required. (To Follow)
- 14. Archie Gooch Pavilion – Annual Landlord & Tenant Meeting**  
To nominate Councillors to represent the Town Council at the first annual landlord and tenant meeting.

**15. Effectiveness of Internal Audit**

The Town Council is required to consider the effectiveness of its internal audit arrangements so that any appropriate changes can be made. (To Follow)

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

The Schedule of Payments for authorisation is attached for Council's approval. (To Follow)

**17. Clerk's Updates**

The following Clerk's Updates have been sent by email since the last Council agenda was published.

<b>Number</b>	<b>Date</b>	<b>Topic</b>
8/17	03.08.17.	<ol style="list-style-type: none"><li>1. Councillor Vacancies</li><li>2. South Somerset District Council Advertising protocol</li><li>3. Material Planning Considerations</li><li>4. Ilminster flooding</li><li>5. 16/05500/OUT Land South West Of Canal Way, Ilminster</li></ol>

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**Reminders**

**Formal Meetings**

22 August 2017    Open Spaces Committee

5 September 2017    Planning, Highways & Transport Committee