

ILMINSTER TOWN COUNCIL

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



14 March 2018

A meeting of the **Town Council** will be held on **Tuesday, 20 March 2018** in the Council Chamber, Council Offices, North Street, Ilminster, TA19 0DG 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 **27 February 2018** as a correct record. (To follow)
 - b)** To consider the Office Action Plan relating to Town Council Meetings. (To follow)

- 4. Mayor's Announcements/Engagements**
 - a) The Mayor will make announcements relevant to Town Council and Mayoral activities and engagements
 - b) To receive details of the Mayor's engagements between 13 February 2018 and 14 March. (To follow)
- 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. Reports from District Councillors**

To receive reports from District Councillors.
- 7. Report from the County Councillor for the Ilminster Division**

To receive a report from the County Councillor. (To follow)
- 8. Recommendations from the Open Spaces Committee**

To receive and determine any recommendations from the Open Spaces Committee held on 30 January 2018 regarding the adoption of a Lost Property Policy. (To follow)
- 9. Update from the Neighbourhood Plan Development Group**

To receive an update on the work of the Neighbourhood Plan Development Group. (To follow)
- 10. Reports from Representatives on Outside Bodies**

To receive reports from Representatives on Outside Bodies. (There were no reports received at the time the Agenda was published)
- 11. Strategic Plan 2017/18-2019/20- Status Report**

To consider the quarterly Status Report. (To follow)
- 12. Recreation Ground Users Group**

To agree 3 Councillors to sit on the new Rec Users Group (note the Chair and Vice-Chair of the Open Spaces committee are ex officio appointments to the Group).
- 13. Review of the Effectiveness of Internal Audit**
 - (i) to receive the report of the Councillors nominated to review the effectiveness of Internal audit
 - (ii) to stand down the nominated Councillors (Cllr Burton, Fowler and Belobaba) from further duties regarding the Review of the Effectiveness of Internal Audit as the work is complete.
- 14. Authorisation of Payments and Notification of Virements**

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

