

# ILMINSTER TOWN COUNCIL

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



14 June 2017

A meeting of the **Town Council** will be held on **Tuesday 20 June 2017** 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 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 6 June 2017 as a correct record. (To Follow)
  - b) To consider the office Action Plan relating to the 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. (To Follow)
  - b) The Mayor attended the following engagements between 16 May 2017 and 14 June 2017. (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. **Report from the County Councillor for the Ilminster Division**  
To receive a report from the County Councillor. (To Follow)
7. **Internal Audit Report for 2016/17**  
To consider the Internal Auditors' report. (To Follow)
8. **Reports from District Councillors**  
To receive reports from District Councillors.
9. **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.
  - Ilminster Literary Festival
10. **Update from the Neighbourhood Plan Working Group**  
To receive an update from the Neighbourhood Plan Working Group
11. **Authorisation of Payments and Notification of Virements**  
The Schedule of Payments for authorisation is attached for Council's approval. (To Follow)
12. **Wharf Lane Recreation Ground Toilet Block**
  - a) project update
  - b) to agree 2 Councillors to sign the JCT contract, on behalf of the Town Council, for the building works.
13. **Strategic Plan – Status Report**  
To consider the quarterly status report. (To Follow)

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### **Reminders**

#### **Formal Meetings**

27 June 2017	Open Spaces Committee
4 July	Planning, Highways and Transport Committee