

# ILMINSTER TOWN COUNCIL

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



7 July 2019

A meeting of the **RESOURCES COMMITTEE** will be held on **Tuesday 13 August 2019** in the Council Chamber, Council Offices, North Street, Ilminster at 7.30pm.

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 Town Clerk 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

## RESOURCES 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

To confirm the minutes of the Resources meeting held on 11 June 2019 as a correct record (attached).

**4. Police Report**

This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster.

**5. Financial Monitoring.**

To receive information about the Resources Committee income, expenditure and commitments compared with the 2019/20 budget (attached).

**6. Grants**

To consider the grant applications listed below:

- a) Yeovil Shopmobility (attached)
- b) Somerset And Wessex Eating Disorder Association (attached)
- c) Holly Bignell for World Scout Jamboree (attached)
- d) TS5C (attached)

**7. Market House**

A request has been received, from a current market trader, to have a fruit and veg stall in the Market House on Mondays. The Committee is asked to consider whether or not it agrees to the request and if it does, the fee to be charged.

**8. Cemetery Lodge Rent**

The Town Council's letting agent has recommended a rental review of the Cemetery Lodge and in association with the current market value has suggested that the rent is increased from £520.00 per calendar month to £535.00 per calendar month. The Committee's instructions regarding the rent are required.

**9. Finance Procedures Risk Register**

To consider the risk register for Finance Procedures and whether any changes are required.

**10. Town Clerk Hours**

To consider the implementation of the Town Council's decision made on 22 January 2019 (Minute 545) that the Town Clerk should be full time i.e.37 hours per week.

**11. Staffing Update**

The Town Clerk will report on general staffing matters.

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Resources Committee Members:

Councillors Burton, Dewick, Gunn, James, Keitch, Shepherd and White