ILMINSTER TOWN COUNCIL

Council Offices North Street ILMINSTER Somerset TA19 0DG

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Town Clerk: Joy Norris MILCM ACIS MSc



12 June 2019

A meeting of the **Town Council** will be held on **Tuesday, 18 June 2019** in the Council Chamber, Council Office, 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 4 June 2019 as a correct record. (To follow)
- **b)** To consider the Office Action Plan relating to Town Council Meetings. (To follow)

4. Clerk's Updates

The following Clerk's Update has been sent by email since the last Town Council agenda was published.

Number	Date	Topics
7/19	12.06.19	 CONFIDENTIAL Former Gooch & Housego Premises Neighbourhood Plan Survey & Housing and Jobs Wharf Lane Rec Play Area

5. Update From Neighbourhood Plan Development Group

To receive an update from the Neighbourhood Plan Development Group including information on recent and future activities and any expenditure requests. (To follow)

6. Approval of Annual Governance Statement 2018/19

To consider and approve Annual Governance Statement 2017/18 (To follow)

7. Approval of Accounting Statements 2018/19

To consider and approve the 2017/18 accounts. (To follow)

8. Internal Auditor's Report

To consider the report of the Internal Auditor (To follow)

9. Co-option of Councillors

To determine, by the co-option method, the filling of 2 casual vacancies on the Town Council. The Town Council will receive presentations of approx. 5 minutes duration from interested candidates and have an opportunity to ask them questions and will then vote thereon.

10. Exclusion of Press and Public

To consider taking Agenda item 11 Town Council Accommodation without members of the public and press present, due to the confidential nature of the business to be transacted i.e. financial information and items subject to negotiation

11. Town Council Accommodation

To consider the means of assessing Town Council accommodation needs and the identification and feasibility of available premises
