

ILMINSTER TOWN COUNCIL

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



16 January 2019

A meeting of the **Town Council** will be held on **Tuesday, 22 January 2019** 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 **20 November 2018** as a correct record. (To follow)
- b) To confirm the minutes of the meeting held on **27 November 2018** as a correct record. (To follow)
- c) To confirm the minutes of the meeting held on **10 December 2018** as a correct record. (To follow)
- d) 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 14 November 2018 and 15 January 2019 (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. Reports from Representatives on Outside Bodies

To receive reports from Representatives on Outside Bodies. (To follow)

9. Recommendations from the Resources Committee

To consider the recommendation of the Resources Committee regarding

- (i) Staffing Structure
- (ii) Working Group

10. Update from the Neighbourhood Plan Development Group

To consider a recommendation from the Neighbourhood Plan Development Group regarding the appointment of a consultant to assist with developing the Neighbourhood Plan. (To follow)

11. Strategic Plan 2018/19-2020/21 – Status Report

To consider the quarterly Status Report. (To follow)

12. Strategic Plan 2019/20 – 2021/22

To consider the draft Town Council 3 year Strategic Plan for 2019/20 – 2021/22. (To follow)

13. Budget and Precept 2018/19

To consider the Town Council's budget and precept for 2017/18. (To follow)

14. Medium Term Financial Plan

To consider the emerging Medium Term Financial Plan (To follow)

- 15. Capital Programme**
To consider the emerging Capital Programme (To follow)
- 16. Investment Strategy**
To consider adopting an investment strategy (To follow)
- 17. Draft Calendar of Meetings (To follow)**
To consider the draft calendar of meetings for the municipal year starting in May 2019.
- 18. Payments and Virements**
The Schedule of Payments for authorisation will be presented for Council's information.
(To follow)
- 19. Clerk's Updates**
The following Clerk's Updates have been sent by email since the last Town Council agenda was published.

Number	Date	Topic
17/18	18.12.18	1. Herne Vale Play Area 2. Neighbourhood Plan Consultant 3. Draft Notes of Resources Committee 4. A303 Road Noise 5. Festive Opening Hours

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Formal Meeting Reminders

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| 29 January 2019 | Open Spaces Committee |
| 5 February 2019 | Planning, Highways & Transport Committee |
| 12 February 2019 | Resources Committee |
| 5 March 2019 | Planning, Highways & Transport Committee |
| 12 March 2019 | Open Spaces Committee |
| 14 March 2019 | Annual Town Assembly (this is not a Town Council meeting;
it is a meeting of Ilminster residents chaired by the Mayor) |
| 19 March 2019 | Town Council |