

# ILMINSTER TOWN COUNCIL

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



17 January 2018

A meeting of the **Town Council** will be held on **Tuesday, 23 January 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. Co-option of Councillors**  
To determine, by the co-option method, the filling of a casual vacancy on the Town Council. The 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.

**4. Housing Needs Survey**

To consider the acceptance of a quotation for a Housing Needs Survey for Ilminster, including waiving Standing Orders and Financial Regulations if appropriate.

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