

ILMINSTER TOWN COUNCIL

Council Offices
North Street
ILMINSTER
Somerset
TA19 0DG



Tel: 01460 52149
Fax: 01460 55642
e-mail: town.council@ilminster.gov.uk

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

18 April 2017

A meeting of the **Town Council** will take place on **Tuesday 25 April 2017** in the Council Chamber, Council Offices, North Street, Ilminster at 19:30hrs

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 Agenda for the meeting is given below. Please contact the Town Council Office if you would like a copy of any of the reports.

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 30 March 2017 as a correct record. (attached)
 - b) To consider the office Action Plan relating to the Town Council Meetings. (attached)

- 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 15 March 2017 and 18 April 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 (attached)
- 6. Report from the County Councillor for the Ilminster Division**

To receive a report from the County Councillor (to follow)
- 7. Reports from District Councillors**

To receive reports from District Councillors
- 8. Open Spaces Committee**

The Chair of the Open Spaces Committee to provide an oral update on relevant matters and present recommendations made by the Committee meeting held on 11 April 2017
- 9. Resources Committee**

The Chair of the Resources Committee to provide an oral update on relevant matters and present recommendations made by the Committee meeting held on the 4 April 2017 regarding the Staff Handbook
- 11. 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.
- 12. Request to support an application from the Cricket Club for S106 funding for a Store for Pitch Maintenance Equipment**
- 13. Request to support an application from the Football Club for S106 funding for Pitch Maintenance**
- 14. Report on plans for a Defibrillator**

Update on a location for a defibrillator in Ilminster
- 15. Update from the Neighbourhood Plan Working Group**

To receive an update from the Neighbourhood Plan Working Group
- 16. Authorisation of Payments and Notification of Virements**

The Schedule of Payments for authorisation is attached for Council's approval.
(attached)
- 17. Clerk's Updates**

The following Clerk's Updates have been sent by email since the last Council agenda was published.

Number	Date	Topic
5/17	17.03.17	<ol style="list-style-type: none"> 1. Additional Council Meeting 2. Toilet Block
6/17	31.03.17	<ol style="list-style-type: none"> 1. Draft minutes 2. Grandstand demolition 3. Office Staff 4. A358 Consultation

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Reminders

Formal Meetings

- 2 May Planning, Highways & Transport Committee
- 9 May Annual Community Assembly
- 16 May Annual Town Council Meeting