

Open Spaces Action List Updated 22.06.2016

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
1	24.05.2016 OS89	IMEX 2016 using Rec	RESOLVED that Experience Ilminster CIC's plan and scheduled activities to take place on Wharf Lane Recreation Ground for IMEX 2016 on Sunday 12 June 2016 be approved	Deputy Town Clerk	31.05.2016 Email sent notifying decision
2	24.05.2016 OS91	Dogs on Open Spaces	RESOLVED to consult with SSDC about how the new Public Spaces Protection Orders legislation will affect Town Councils	Cllr Keitch/Town Clerk	
3	24.05.2016 OS92	Light Fires on Herne Hill	RESOLVED to give permission for 1 st Ilminster Scout Group to light small fires within Herne Hill	Deputy Town Clerk	01.06.2016 Letter sent notifying decision
4	24.05.2016 OS93	Removal of Stone and Soil from Cemetery	RESOLVED TO RECOMMEND (i) £1500 is taken from unearmarked reserves to move stone and soil from cemetery (ii) The contractor is asked to estimate how many loads will be required to move the stone and soil	Town Clerk	01.06.2016 Phone call Contractor estimates 6-8 loads using 6-ton dumper Council 21.06.16 agreed recommendations.
5	24.05.2016 OS94	SSDC Active Learning and Skills using Rec	RESOLVED to agree to the request from SSDC Active Learning and Skills to use the Wharf Lane Recreation Ground on Monday 25 July, 1 August and 8 August 2016	Deputy Town Clerk	01.06.2016 Email sent to confirm decision

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6	10.05.2016 OS84	Future Plans for a Cemetery	RESOLVED to defer a decision on the future of a cemetery until advice has been sought from SSDC planning office	Cllr Keitch/Town Clerk	David Norris and Rob Archer have offered to meet either 24 th or 25 th May at Yeovil Cllrs Keitch, Drayton, Town Clerk and Deputy Clerk met David Norris and Rob Archer. Oral update given to OS Committee on 24 May 2016. Council 21.06.16 approved appointment of Cemetery expert to investigate interim solution.
7	29.03.2016 OS77	Sign Posts and Information Boards for Herne Hill	RESOLVED to proactively work with the Herne Hill Advisory Group to draft a scheme for information boards and way markers; bring back to council for approval to enable prices to be sought.	Herne Hill Advisory Group/Deputy Clerk	
8	29.03.2016 OS78	Giant Water Slide in Britten's Field	RESOLVED to agree to the request to run a giant water slide, subject to Ilminster Town Football Club paying a £500 deposit in advance of the event and agreeing to bear all reinstatement costs in the event of any damage.	Town Clerk	Letter sent to Football Club 22.06.16
9	26.02.2016 OS66	West Crescent Play Equipment	The Chair requested that this item is included on a future agenda.	Chair of OS and Deputy Town Clerk	

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10	26.02.2016 OS69	Removal of Surplus Materials stored at the Cemetery	RESOLVED (i) Cllrs Shearman, Burton, Drayton and Swann in consultation with the Senior Open Spaces Warden and Town Clerk remove and dispose of the wood, ride-on-mower, metal girders and sheeting on a voluntary basis. (ii) Cllrs Shearman, Burton, Drayton and Swann in consultation with the Senior Open Spaces Warden and Town Clerk move the building stone and rubble to the location of the proposed Look Out Point on a voluntary basis.	Cllrs Shearman, Drayton, Burton and Swann	24.05.2016 Removal of Stone and Soil from Cemetery OS93 Recommendation to Town Council that £1500 is taken from unearmarked reserves to move stone and soil from cemetery
11	26/01/2016 OS59	Advertising on Town Council Property	RESOLVED to defer a decision to enable a policy to be drafted for consideration at a future meeting	Town Clerk	
12	24/11/2015 OS53	Ilminster Football Club Annual Bonfire Event	RESOLVED (i) to support the principle of an annual event in Britten's field, organised by Ilminster Town Football Club, subject to an annual review (taking place within 1 month of the annual event being staged) and the submission of the relevant documents such as lay out plans and risk assessments (ii) permission is given to Ilminster Town Football Club to hold a firework and bonfire event in 2016 on the nearest Sunday to	Town Clerk	Letter sent to Football Club 22.06.16

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13	29.09.15 OS27	Surface Matting outside Wardens' Workshop	<p>November 3rd, subject to (i) above and the ground conditions being suitable</p> <p>(iii) A £500.00 deposit to be lodged with the Town Council each year before the event which will be refunded provided that there is no ground damage or any other reason for which the Town Council needs to make expenditure as a result of the event</p>	Deputy Clerk and Senior Open Spaces Warden	<p>27.10.15 Minute OS43 RESOLVED to obtain 3 quotations to improve the surface outside the Wardens' Workshop and Garage rented to the Cricket Club Meeting arranged with Gridforce representative on 25/02/2016 at 9.00am. OS Chair, rep from Cricket Club, Senior OS Warden and Deputy Clerk to attend.</p> <p>25/02/2016 OS Chair, Senior OS Warden, Deputy Clerk and Jim Sainsbury met with Gridforce representatives. 03/03/2016 Quotation received.</p>

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					<p>Quotation requests sent – closing date 06/05/2016 at 12 noon 11/05/2016 One quotation received 24.05.2016 OS95 RESOLVED to obtain 3 quotations (i) to investigate land drains and rectify as necessary (ii) to install a new door to the gable end of the wardens' workshop and associated work (iii) 27.06.16 CCTV footage will be taken of manholes, and pipes leading from them.</p>
14	26.05.15 Minute 7	Natural / Wildlife Encouragement Areas	<p>RESOLVED (i) To regularly cut or strim the grass parallel with the Canal so that it is kept tidy (ii) That the grass on the slope from Britten's Field towards the Ridge Path and Herne Hill should be left to grow during the summer</p>	Senior Open Spaces Warden	<p>Area of slope is approx. 3 ¼ acres. Advice sought from ITC Plant supplier: Would need to clear any area for planting of existing growth and then rotovate before</p>

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15	22.04.14 OS Minute 96	Cemetery Wall Maintenance	<p>(iii) That research is undertaken to find the most appropriate type of plants suitable for the area from Britten's Field towards the Ridge Path and Herne Hill to encourage butterflies</p> <p>(iv) That research is undertaken to find the most appropriate type of plants suitable for the area from Britten's Field towards the Ridge Path and Herne Hill which could be bought as plugs and planted to encourage further wildflower growth</p> <p>RESOLVED that all the maintenance work to the cemetery walls is completed and this work will be funded from the cemetery walls reserves fund and the seat and bins reserves fund at a cost not exceeding £3613. Funded from : £2000 from R&P Cemetery walls (line 127) £806 R&P Seats (line 46) £807 R&P litter bins (line 51)</p>	Deputy Town Clerk/Senior Open Spaces Warden	<p>planting. Plugs and seeds are available, supplier suggested seed would be the best option and best to implement over a period of 2-4 years.</p> <p>1) Order raised for the work to be done 02.05.14 2) Work started and will be done gradually during 14/15 financial year Deputy Town Clerk establishing timeframe for work to be undertaken Work should commence 01/09/2015 on SW wall (next to Lodge) and will be completed within 3 weeks. Work will then start on NW wall (bottom wall) and is expected to take a further 3 weeks. Work started 07.09.15</p>

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16	Town Council 30.07.13	Market Town Investment Group	<p>RESOLVED that:</p> <p>i) that the Council makes a contribution to the Portas Project Proposal (based on the themes of Town Image and Community Facelift) and recognises that such contributions can be work in kind.</p> <p>ii) that the Town Council develops a sponsorship policy.</p> <p>iii) that the Town Council actively seeks sponsorship from businesses in the town.</p> <p>that the Town Council recognises the proposal will require on-going resources to be provided e.g. labour and finance.</p>		<p>Work completed on SW wall. Contractor wishes to delay work on NW wall until 2016. OS Team will need to clear vegetation.</p> <p>1) Flower Troughs on Canal Way put in place mid June 2014.</p> <p>2) Flower Troughs on Strawberry Bank put in place beginning July 2014</p> <p>3) Summer and Winter planting of flower troughs on Strawberry Bank to be planted by SSSDC in 2015/2016</p> <p>4) Sponsorship Policy agreed</p> <p>5) Belfast Sinks still to be refurbished by SSSDC</p>

