

**Planning, Highways & Transport Committee Action List  
For meeting 31 October 2017  
Updated 26 October 2017**

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
1	03.10.17 P127	Electoral Review of South Somerset	Respond to the Local Government Boundary Commission for England	Town Clerk		
2	05.09.17 P120	Housing Needs Assessment	Apply to South Somerset District Council for a grant for a housing needs assessment for Ilminster	Town Clerk	Advice sought from the District Council to complete form as it is fairly complex.	
3	07.07.15 17H	Identifying location for a new Bus Stop	RESOLVED that possible locations be investigated	Town Clerk	01.09.16 letter sent to Transporting Somerset 25.10.16 No response rec'd so reminder sent 23.11.16 letter rec'd minimum requirement to leave 0.6m pavement: Public Transport manager willing to work with TC but no money available to contribute	

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4	07.07.15 17 I	Coach Parking	RESOLVED that possible locations be investigated	Town Clerk	01.09.16 letter sent to Transporting Somerset 25.10.16 No response rec'd so reminder sent	
5	07.07.15 17 J	Additional Bus Shelters	RESOLVED (i)that the Town Council supports in principle the idea of more bus shelters at bus stop on the school bus routes (ii)research is undertaken to establish the location requirements that need to be met for providing a bus shelter (iii)the school bus routes and existing bus stops are identified (iv)the typical costs of providing and installing a bus shelter are researched (v)that the findings form (ii) – (iv) above are reported back to a future meeting	Town Clerk	31.08.16 a) letter sent to School transport at SCC asking for school bus route information List of bus stops in Ilminster used for school transport routes received 20.09.16 b) email sent to SCC Highways asking about criteria and process for bus shelters email forwarded to Transporting Somerset. 25.10.16 No response rec'd so reminder sent	

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					research information provided to committee at May 2017 meeting Item to be considered at budget time	