

Committee: FULL COUNCIL

Date: 23 January 2024

Title: Ilminster Neighbourhood Plan (INP)

Purpose of Report

For members to receive information

Recommendation:

Members to note the report

Report:

1. Since the last report to Full Town Council the INP Working Group was unable to secure New Century Design to complete the outstanding work require to bring the INP to the standard require to take it to Regulation 16
2. In consultation with the Town Clerk, we engaged the services of Gavin Troth at 'The Brand Mill' to complete the work required. It was agreed that because this company had been involved with subcontracted work, through New Century Design, throughout the evolution of the INP that there was not a requirement to go back to tender to complete the work
3. After meeting with 'The Brand Mill' and explaining the work required and our vision for the finished product a quote was submitted for the outstanding work which was accepted
4. By November 2023 'The Brand Mill' received a detailed list of all amendments required to the main INP and all seven accompanying appendices (A - G). Work commenced to implement all these and as of today's date the only outstanding work is the completion of Figure 3, Figure 4 and Figure 5 of Appendix A – The Character of Ilminster. We expect to have these completed by 31 January 2024
5. On completion of Figure 3, Figure 4 and Figure 5 of Appendix A – The Character of Ilminster, the complete set of documents will be given a final check, submitted to Full Council to vote on and submitted to Somerset Council for Regulation 16 Consultation procedures to commence
6. A complete document set will be uploaded to ITC website and an advice notice will be made to the public on how/where to view them

7. From date of submission to Somerset Council, to all eligible persons voting on the INP (people registered in the ward of Ilminster) the INP Working Group will liaise with local papers, residents and any other interested parties to answer questions and advise them why this is happening and the implications to the town of having/not having a robust Neighbourhood Plan
8. Hard copies of the INP and accompanying Appendices will be available to read at the Council Offices and it is hoped that the Library/Arts Centre will also hold copies for public viewing
9. The INP Working Group will produce a list of answers to 'perceived potential questions' so that Cllrs can be fully prepared if they are asked by members of the public, whilst out-and-about, what the INP is for, what it means, where to see hard copies, date of vote etc
10. On completion of all amendments 'The Brand Mill' will submit a final invoice to ITC to be paid. There are appropriate funds already set aside by Full Council to meet this
11. Members to note the report

Michelle J S Gunn
INP Working Group
January 2024