

# ILMINSTER TOWN COUNCIL

Old Magistrates Court  
East Street  
ILMINSTER  
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TA19 0AJ



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Town Clerk: Mark Tredwin

8<sup>th</sup> November 2022

A meeting of the **Town Council** will be held on **Tuesday 15 November 2022** in the **Council Chamber, Council Offices, North Street, Ilminster, TA19 0DG** starting at **19:30 hrs.**

Members of the public are welcome and encouraged to attend. However, due to ongoing Covid-19 concerns and a duty to protect all attendees, there will be a limited number of members of the public able to attend. If you wish to attend, please let Ilminster Town Clerk know either by email [town.council@ilminster.gov.uk](mailto:town.council@ilminster.gov.uk) or phone the office on 01460 52149 **by 3pm on Tuesday 15 November 2022**. Officers of the council will advise whether capacity remains.

If members of the public have any questions on matters that are on the agenda, then, if possible, please notify the Council Office before the day of the meeting which item you would like to speak about.

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media, or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

The business to be transacted at the meeting is outlined on the Agenda below. Any report will be made available as soon as possible, and in any event at least 30 minutes before the start of the meeting.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Mark Tredwin', written over a horizontal line.

Mark Tredwin  
Town Clerk

## AGENDA

1. **Public Forum –**  
Fifteen minutes will be made available for public comment and response in relation to **items on this agenda**. Individuals will be permitted a maximum of three minutes each to address the committee.
2. **Apologies for Absence**  
To receive apologies for absence from Councillors unable to attend the meeting.
3. **District and County Councillors Reports**
4. **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.

*Members are reminded that if they have a Disclosable Pecuniary Interest on their register of interest relating to any item on the agenda they are prevented from participating in any discussion or voting on that matter at the meeting as to do so would amount to a criminal offence. Similarly, if you are or become aware of a Disclosable Pecuniary Interest in a matter under consideration at this meeting which is not on your register of interests or is in the process of being added to your register you must disclose such interest at this meeting and register it within 28 days.*

5. **Dispensations**  
To note the grant of dispensations made by the Town Clerk in relation to the business of this meeting.
6. **Minutes – Town Council**  
To confirm the Minutes from the Full Council Meeting held on the **18 October 2022** as a correct record
7. **Minutes – Planning, Highways & Transport**  
To receive the Minutes of the meeting held on **1 November 2022** and note the committee's comments made on planning applications therein
8. **Police Report**  
To note the police report
9. **Mayor/Deputy Mayors reports**  
To allow members to be updated on functions and activities that the Mayor/Deputy Mayor have been engaged in
10. **Councillor Representatives of external organisations**  
Members to be given updates by Councilor Representatives of any meetings that they have attended
11. **Draft Budget 2023/2024**  
For members to consider changes to the budget following the members day discussions

- 12. Income and Expenditure report**  
To inform members of the income and expenditure for October 2022
- 13. Schedule of Payments**  
To agree the payments for October 2022
- 14. Clerk's Update**  
To update members on matters already reported to council
- 15. Judicial review**  
For members to receive formal notification of the outcome of the Judicial Review between CPRE (Somerset) and South Somerset District Council
- 16. Members surgeries**  
For members to consider holding monthly surgeries to meet with members of the community
- 17. Library Grant**  
To consider a request from Somerset County Council for £5,000 to support the library
- 18. Somerset Emergency Community Contacts (SECC) - Somerset Local Authorities Civil Contingencies Partnership (SLACCP)**
- 19. Coronation Saturday 6<sup>th</sup> May 2023**  
To create a working group to establish activities to celebrate the King's Coronation
- 20. Neighbourhood Plan**  
Members to consider any changes to the Neighbourhood Plan suggested by the Steering group.
- 21. Cost of Living Crisis**  
To update members on the council's response to the cost of living crisis
- 22. Future of Local Government in Somerset**  
To receive updates and consider how they see Ilminster post the unification of the District Councils and Somerset County Council

**Should any members consider that any items should be discussed in Part B, Exempt Business the following will apply.**

*That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960.*

- 23. Replacement Doors for the Public Conveniences**  
To consider the quotes for replacement doors
- 24. Staffing Report**  
To update members on various staffing matters including the finalisation of National pay awards for 2022-23.

- 25. Exempt Business** *To move that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business in view of the likely disclosure of confidential matters about information relating to an individual, and information relating to the financial or business affairs of any particular person, within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.*
- 26. Replacement Doors for the Public Conveniences**  
To consider the quotes for replacement doors
- 27. Staffing Report**  
To update members on various staffing matters including the finalisation of National pay awards for 2022-23.

**PLEASE NOTE THAT MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND THIS MEETING AS OBSERVERS.** Under the Openness of Local Government Bodies Regulations 2014, any members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are requested to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Members of the public exercising their right to speak during Public Question Time may be recorded. Copies of this document are available in large print on request.