

Strategic Plan Status Report (No8)

Strategic Theme: The Ilminster Economy

Workplan Items	<ul style="list-style-type: none"> • Weekly Market • Closer collaboration with the Local Information Centre • Public Transport - new and improved bus stops, coach parking / service station, • Public Transport – enabling service provision • Provision of bus shelters 		
Non-Workplan			
Period from:	20 January 2019	Period to:	16 September 2019

Overall Status

Previous Period (Red Amber Green):	Current Period (Red Amber Green):	Trend (Up/Down/Stable)
Green	Green	Stable

Progress since last report:

- Donation offered towards bus shelter on Orchard Vale
- Planning, Highways & Transport Committee agreed to take on maintenance responsibility for new bus shelter on Orchard Way and the land that will be required

Plans until next report:

Liaise with SSDC regarding land for Orchard Vale Bus shelter

Risks and Issues

Ref	Issue / Risk Description	Mitigation Strategy/ Action Undertaken	Impact (H,M,L)	Probability (H,M,L)
1	The number of Market stallholders declines	<ul style="list-style-type: none"> • Advertise for more stall holders 	M	M

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Strategic Theme: The Ilminster Environment

Workplan Items	<ul style="list-style-type: none"> • Implementing the Open Spaces Masterplan (including Wharf Lane Rec & Britten's Field) • Cemetery - researching future need, availability of suitable land, the feasibility of developing a new cemetery; acquiring suitable land and designing new facility • Protecting Herne Hill from the impact of nearby development - including obtaining designation as a local nature reserve and acquisition of additional land • Encourage use of Herne Hill by providing route signage and information boards • Development of a Neighbourhood Plan • Improvement of the visual impact of the approach roads to the town 		
Non-Workplan	<ul style="list-style-type: none"> • • Market House roof 		
Period from:	19 January 2019	Period to:	16 September 2019

Overall Status

Previous Period (Red Amber Green):	Current Period (Red Amber Green):	Trend (Up/Down/Stable)
Green	Green	Stable

Progress since last report:

- Local Nature Reserve information form sent to Natural England
- Quotations for "skatepark module" of Wharf Lane Rec masterplan - planting and wooden seat / activity / barrier obtained and approved
- Costs to implement Wharf Lane Rec Masterplan considered by Open Spaces Committee ready to be presented to November 2019 Town Council meeting
- Neighbourhood Plan Consultant appointed; overall plan themes identified; work commenced on policies; Call for Sites published

Plans until next report :

- Design Herne Hill Information Boards
- Draft quotation documents & obtain quotations for professional fees for Contract administrator for Wharf Lane Rec revamp

Risks and Issues

Ref	Issue / Risk Description	Mitigation Strategy/ Action Undertaken	Impact (H,M,L)	Probability (H,M,L)
1	Wharf Lane Rec Masterplan does not get sufficient funding	Sources fo funding to be investigated	M	M
2	Work on Neighbourhood Plan does not progress	Appointment of a volunteer secretary and stronger leadership from ITC Quotations sought for consultant	M	H

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Strategic Theme: Community Engagement and Governance

Workplan Items	<ul style="list-style-type: none"> • Town Council Accommodation • Protecting the burial / cemetery records whilst maintaining accessibility • Investigate the set-up of a Community Land Trust 		
Non-Workplan	<ul style="list-style-type: none"> • Councillor Recruitment • External audit • Cemetery record updates & transfers • Adoption of telephone kiosk for defibrillator • New leases for Tony Rice Shed and Cricket Pavilion • Archie Gooch pavilion • Civic events • Remembrance Service • Competitions and Awards • Responding to external consultations • Toilet Cleaning Contract • Staff Recruitment • Former Gooch & Housego building acquisition for community use 		
Period from:	19 January 2019	Period to:	16 September 2019

Overall Status

Previous Period (Red Amber Green):	Current Period (Red Amber Green):	Trend (Up/Down/Stable)
Green	Green	Stable

Progress since last report:

- Archie Gooch Car park surfaced
- Tony Rice Bar – lease signed by all parties
- Solicitor instructed re draft lease on Cricket Pavilion
- May 2019 Council Elections
- 1 Councillor Co-opted
- Internal audit completed – opinion Substantial
- Documents provided for External Audit
- Scarecrow Competition held
- Appointments made to Grounds Manager & Assistant Grounds Manager positions
- Admin Officer and Deputy Clerk Positions advertised
- Survey obtained on former Gooch & Housego premises and public consultation event hosted
- Invitation issued to 2019 Remembrance Day Service

Plans until next report:

- Preparation for Quality Award Submission
- Recruitment of Admin Officer and Deputy Clerk

Risks and Issues

Ref	Issue / Risk Description	Mitigation Strategy/ Action Undertaken	Impact (H,M,L)	Probability (H,M,L)
1	Unable to appoint to Deputy Clerk Position	Review of Job Description/ person Specification	M	M