

# ILMINSTER TOWN COUNCIL

Council Offices  
North Street  
ILMINSTER  
Somerset  
TA19 0DG



Tel: 01460 52149  
e-mail: [town.council@ilminster.gov.uk](mailto:town.council@ilminster.gov.uk)

Town Clerk: Mark Tredwin

14<sup>th</sup> June 2022

A meeting of the **Town Council** will be held on **Tuesday 21 June 2022** in the **Council Chamber, Council Office, 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 21 June 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 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 reports listed as "to follow" 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 read 'Mark Tredwin', with a long horizontal line extending to the right.

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 **17 May 2022** as a correct record

### 7. **Minutes – Planning, Highways & Transport**

To receive the minutes of the meeting held on **7 June 2022** and **note** the committee's comments made on planning applications therein.

Members to **note** delegated resolution **22-0028-PHT A358 Public Consultation Review – documents from Highways**, Members **RESOLVED** unanimously to delegate authority to officers to submit a collective response from the Town Council using comments from this meeting held on 7<sup>th</sup> June 2022 and Members agree to support proposals put forward from the Community of Parishes in the response to the revisions. Proposer **Cllr Shearman** Seconded **Cllr Gunn**

**8. Minutes – Open Spaces Committee**

To receive the minutes of the meeting held on **7 June 2022** and **note** the committee's comments and to consider the recommendations therein.

**22-0021-OS Memorial Bench Policy**

Members **Resolved** unanimously to **recommend** to Full Council that the proposed Memorial Bench policy be adopted and that officers be delegated authority to manage and authorise applications.

**Proposer** Cllr Hamilton **Seconded** Cllr Shepherd.

**22-0022-OS Recreation Ground Mound**

Members **Resolved** unanimously to **recommend** to Full Council to delegate authority to officers to establish and implement a solution to the bare ground on the mound.

**Proposer** Cllr Shepherd **Seconded** Cllr Hamilton

**9. Police Report**

For members to note the police report

**10. Mayor/Deputy Mayors reports**

To allow members to be verbally updated on functions and activities that the Mayor/Deputy Mayor has been engaged in

**11. Internal Auditor Report 2021/22**

For members to receive and accept the internal auditors report.

**12. Fixed Asset Register**

To review and accept the Fixed Asset Register

**13. Appointment of Members to outside organisations**

To appoint an additional Member to Market Town Investment Group and a Member to Royal British Legion

**14. Councillor Representatives of external organisations**

Members to be receive verbal updates by Councillor Representatives

**15. Credit Card procedures**

To consider a draft Credit Card Policy for Ilminster Town Council

**16. Town Council Investment Policy**

To consider the introduction of an Ilminster Town Council Investment Policy

**17. AGAR 2021/22**

For members to consider the annual AGAR Statements and resolve each of the AGAR statements, and to confirm the dates set for the exercise of public rights

**18. Income and Expenditure report**

To inform members of the income and expenditure for April and May 2022

- 19. Finance budget report**  
To note the financial position after 2 months on the financial 2022-2023
- 20. Wessex Water Sewerage Overflow Update**  
Members to note and consider a response to proposal from Wessex Water to carry out works in the Wharf Lane Car-park
- 21. Food Bank**  
To consider a request for assistance
- 22. Ile Court – East Street, via the Old Magistrates**  
To review access from Ile Court to Silver Street to the public through the gate in the Old magistrate's carpark.
- 23. Future of Local Government in Somerset**  
Members to receive verbal updates and consider how they see Ilminster post Somerset unification.
- 24. Judicial Review claim against South Somerset District Council**  
To update members on a Claim for a Judicial Review against SSDC.

**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.*

- 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. Agenda Item 24 - Judicial Review claim against South Somerset District Council**  
To update members on a Claim for a Judicial Review against SSDC.

**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.