

Town Council Action List For Council  
Updated 21 July 2020

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
1.	26.11.19 713	A358 Proposals – Cycle Route	(i) Advise Taunton Cycle Campaign of Council support (ii) advise Highways England of ITC support for Taunton Cycle campaign (iii) Provide link to Cycle campaign petition on ITC website	Town Clerk	(i) & (ii) email sent 09.01.20	
2.	16.07.19 666	Ilminster Cricket Club – Cricket Pavilion	Contact Solicitor re draft lease	Town Clerk	(i) Email sent to solicitor 15.08.19 (ii) Update to Town Council 17.03.20 (iii) Update to Town Council 21.07.20	
3.	16.07.19 671	Market House Roof	Seek quotations for work to market House Roof	Deputy Town Clerk	Request for quotations sent to 5 companies and advertised on Govt contract website and Ilminster TC website. Update – still no quote received.	
4.	14.05.19 632	Authorisation of bank and	Obtain and complete mandate forms	Town Clerk	(i) Mandate forms obtained	

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		investment transactions			(ii)2 previous signatories removed (iii) Deputy Town Clerk added (iv)Town Clerk now added.	
5.	14.05.19 635	Councillor Co-Option	Advertise co-option for 1 Councillor Compile co-option packs	Town Clerk	None. Town Clerk needs to organise.	
6.	17.01.17 TC	Possible land acquisitions	Contact Land owners	Town Clerk	Possible options available. Quotes for surveys being obtained. Negotiations on land still ongoing.	