

Town Council Action List For Council 17 September 2019
Updated 16 September 2019

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
1	16.07.19 666	Ilminster Cricket Club – Cricket Pavilion	Contact Solicitor re draft lease	Town Clerk	Email sent to solicitor 15.0819	
2	16.07.19 671	Market House Roof	Seek quotations for work to market House Roof	Town Clerk		
3	14.05.19 632	Authorisation of bank and investment transactions	Obtain and complete mandate forms	Town Clerk	Mandate forms obtained	
4	14.05.19 635	Councillor Co-Option	Advertise co-option Compile co-option packs Council meeting 14.06.19 to have presentations from the candidates and vote on co-optees	Town Clerk	Co-option advertised 20.05.19	Co-option on Council agenda 18.06.19 Cll Hamilton Co-opted, 1 vacancy remains
5	26.02.19 577	Investments	(i) Make arrangements to invest £75,000 in the CCLA Public Sector Deposit Fund (ii) Seek advice on longer term investments (iii) undertake an in-depth assessment of the amount of money that should be kept in the Reserve account is undertaken.	Town Clerk	(i) Forms obtained ready for completion after Annual Town Council meeting	

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6	18.09.18 TC 503	Quality Award	Complete Quality Award application	Town Clerk		
7	17.01.17 TC	Possible land acquisitions	Contact Land owners	Town Clerk		
8	23.02.16 TC203	Wharf Lane Recreation Ground Play Area	Request s106 money for skatepark module	Town Clerk	09.08.17 Initial telephone discussion with SSDC Play Officer Play officer to advise on product requirements 16.03.2018 SSDC Play Officer supplied	

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					info for preparing quotation documents 02.04.19 Quotation documents issued with closing date of 03.05.19 Awaiting S106 offer letter from SSDC	
9	22.09.15 TC101	District Councillors' Report	Investigate current position regarding Superfast broadband in and around Ilminster and report back to Town Councillors	Cllr Keitch	Council 18.06.19 suggested this item should be removed as Broadband project in Ilminster is almost complete	