

Strategic Plan Status Report

Strategic Theme: Community Engagement and Governance

- Workplan Items:**
- Town Council Accommodation.
 - Protecting the burial / cemetery records whilst maintaining accessibility.
 - Investigate the set-up of a Community Land Trust for the land below Herne Hill

- Non-Workplan:**
- Councillor Recruitment.
 - External audit.
 - Cemetery record updates & transfers.
 - New leases for Tony Rice Shed and Cricket Pavilion.
 - Civic events.
 - Remembrance Service.
 - Competitions and Awards.
 - Responding to external consultations.
 - Staff recruitment.

Period from: 21 January 2020

Period to: 19 January 2021

Overall Status

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

Progress since last status report :

- Interviews held for Deputy Town Clerk and both Deputy Town Clerk and Town Clerk positions filled.
- Town Clerk completed ILCA and started CiLCA, Deputy Town Clerk started ILCA.
- Co-option for a councillor held which was successful however applicant declined the offer.
- Potential accommodation identified, offer made, a survey completed.
- Internal and external audit for 2019/20 successfully completed.

Plans moving forward:

- Co-option of a Councillor.
- Possible purchase of office accommodation and consideration for a community hub.
- Contact Somerset County Council to investigate the possibility of acquiring land below Herne Hill.
- Investigate re-binding the burial books.

Risks and Issues

Re	Issue / Risk Description	Mitigation Strategy/ Action Undertaken	Impact H,M,L	Prob H,M,L	Risk owner
1	Town Clerk fails to achieve CiLCA before the next election. Town Council will lose Power of Competence.	Weekly studying time during work hours	H	M	Town Clerk
2	Survey of office accommodation may reveal major works required	Review using/renovating the current building	M	M	Town Council

Strategic Plan Status Report

Strategic Theme: The Ilminster Economy

Workplan Items:

- Weekly Market – advertising, new traders
- Closer collaboration with the local land 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: 21 January 2020

Period to: 19 January 2021

Overall Status

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

Progress since last status report :

- Concrete base and shelter installed on Orchard Vale.
- Lease obtained with SSDC for the land for the bus shelter.
- Unfortunately, meetings with Market traders and the Chamber of Commerce ceased due to COVID19.
- Weekly market now advertised in The Leveller and The Conduit magazines.
- The Slinky bus is now operating.

Plans moving forward:

- Committee agenda ref. how to attract market stall holders.
- Contact coach operators to advertise Ilminster as a destination.
- Approach The Stonemasons to investigate installing a bus shelter on their land.

Risks and Issues

Ref	Issue / Risk Description	Mitigation Strategy/ Action Undertaken	Impact H,M,L	Prob H,M,L	Risk Owner
1	The number of Market stallholders declines	Advertise for more stall holders	M	M	Deputy Town Clerk

Strategic Plan Status Report

Strategic Theme: The Ilminster Environment

- Workplan Items:**
- Implement the Open Spaces Masterplan (including Wharf Lane Rec & Britten's field.)
 - research 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 acquisition of additional land
 - Use of Herne Hill by providing route signage and information boards.
 - Development of Neighbourhood plan.
 - Improvement of the visual impact of the approach roads to the town.
 - Refurbishment of Wharf Lane recreation ground.
 - Implement 'One Planet Principles.'

Non-Workplan: **Period from:** 21 January 2020 **Period to:** 19 January 2021

Overall Status

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

Progress since last status report:

- Town Clerk started to investigate the number of available plots in the cemetery.
- Route signage/information boards installed on Herne Hill during the summer of 2020.
- Due to Covid, recreation ground refurbishment broken into two Phases. Phase one completed December 2020.
- Identified a health and safety issue for the disabled with the entrance to the Wharf Lane recreation ground. Tenders sought December 2020.
- Application made for 3rd Neighbourhood Plan Grant (January 2021).

Plans moving forward:

- Town Clerk to confirm which plots are to be used for burials and ashes.
- Draft of Neighbourhood Plan due to be considered by Town Council.
- Maintenance of the signs on approach roads to the town.
- Re-design of the pathway into Wharf Lane recreation ground.
- Phase 2 Wharf Lane recreation ground refurbishment undertaken between March-May 2021
- Public consultation about the Neighbourhood Plan planned for summer 2021
- Town Council to consider the way forward towards 'One Planet Principles'

Risks and Issues

Ref	Issue / Risk Description	Mitigation Strategy/ Action Undertaken	Impact H,M,L	Prob H,M,L	Risk owner
1	Work on Neighbourhood Plan does not progress	Public workshops held to get input from local people	M	M	Deputy Mayor
2	Few plots available in the cemetery	Purchasing land for a new cemetery or installing a memorial wall	H	H	OS Chair