

Open Spaces Action List Updated 18.05.2016

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
1	10.05.2016 OS83	Recommendations from Cemetery sub-group	RESOLVED TO RECOMMEND <ol style="list-style-type: none"> 1. That no further burial plots are sold and remaining land is used for ashes plots: 2. That the small strip of land in middle of Section J2 is used for a row of 8 ashes plots: 3. New cremation plots in Section J2 have flat headstones only: 4. The development of a positive communication strategy 	Deputy Town Clerk	Resolved at Town Council Meeting 17.05.2016
2	10.05.2016 OS84	Future Plans for a Cemetery	RESOLVED to defer a decision on the future of a cemetery until advice has been sought from SSDC planning office	Cllr Keitch/Town Clerk	David Norris and Rob Archer have offered to meet either 24 th or 25 th May at Yeovil
3	29.03.2016 OS77	Sign Posts and Information Boards for Herne Hill	RESOLVED to proactively work with the Herne Hill Advisory Group to draft a scheme for information boards and way markers; bring back to council for approval to enable prices to be sought.	Herne Hill Advisory Group/Deputy Clerk	
4	29.03.2016 OS78	Giant Water Slide in Britten's Field	RESOLVED to agree to the request to run a giant water slide, subject to Ilminster Town Football Club paying a £500 deposit in advance of the event and agreeing to bear all	Town Clerk	

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			reinstatement costs in the event of any damage.		
5	26.02.2016 OS66	West Crescent Play Equipment	The Chair requested that this item is included on a future agenda.	Chair of OS and Deputy Town Clerk	
6	26.02.2016 OS69	Removal of Surplus Materials stored at the Cemetery	<p>RESOLVED</p> <p>(i) Cllrs Shearman, Burton, Drayton and Swann in consultation with the Senior Open Spaces Warden and Town Clerk remove and dispose of the wood, ride-on-mower, metal girders and sheeting on a voluntary basis.</p> <p>(ii) Cllrs Shearman, Burton, Drayton and Swann in consultation with the Senior Open Spaces Warden and Town Clerk move the building stone and rubble to the location of the proposed Look Out Point on a voluntary basis.</p>	Cllrs Shearman, Drayton, Burton and Swann	02/03/2016 Permission given by Dillington Estate Office for vehicular access to Cemetery Work scheduled for 21.03.16 to start moving "scrap" items 04.04.2016 Scrap items have been removed. Soil, rubble and railings remain on site
7	26/01/2016 OS59	Advertising on Town Council Property	RESOLVED to defer a decision to enable a policy to be drafted for consideration at a future meeting	Town Clerk	
8	26/01/2016 OS61	Cemetery	<p>RESOLVED</p> <p>(i) To form a cemetery sub group with a broad remit to investigate the availability and suitability of land for cemetery use, including land already owned by the Town Council.</p>		23.02.2016 Town Council resolved to stop selling burial and cremation plots in advance

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9	24/11/2015 OS53	Ilminster Football Club Annual Bonfire Event	<p>RESOLVED</p> <p>(i) to support the principle of an annual event in Britten's field, organised by Ilminster Town Football Club, subject to an annual review (taking place within 1 month of the annual event being staged) and the submission of the relevant documents such as lay out plans and risk assessments</p> <p>(ii) permission is given to Ilminster Town Football Club to hold a firework and bonfire event in 2016 on the nearest Sunday to November 5th, subject to (i) above and the ground conditions being suitable</p> <p>(iii) A £500.00 deposit to be lodged with the Town Council each year before the event which will be refunded provided that there is no ground damage or any other reason for which the Town Council needs to make expenditure as a result of the event</p>	Town Clerk	
10	29.09.15 OS27	Surface Matting outside Wardens' Workshop	Investigate and cost options for matting and report at a future meeting.	Deputy Clerk and Senior Open Spaces Warden	27.10.15 Minute OS43 RESOLVED to obtain 3 quotations to improve the surface outside the Wardens' Workshop and Garage rented to the Cricket Club Meeting arranged with Gridforce representative on

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					<p>25/02/2016 at 9.00am. OS Chair, rep from Cricket Club, Senior OS Warden and Deputy Clerk to attend.</p> <p>25/02/2016 OS Chair, Senior OS Warden, Deputy Clerk and Jim Sainsbury met with Gridforce representatives.</p> <p>03/03/2016 Quotation received.</p> <p>Quotation requests sent – closing date 06/05/2016 at 12 noon</p> <p>11/05/2016 One quotation received</p>
11	26.05.15 Minute 7	Natural / Wildlife Encouragement Areas	<p>RESOLVED</p> <p>(i) To regularly cut or strim the grass parallel with the Canal so that it is kept tidy</p> <p>(ii) That the grass on the slope from Britten's Field towards the Ridge Path and Herne Hill should be left to grow during the summer</p> <p>(iii) That research is undertaken to find the most appropriate type of plants suitable for the area from Britten's Field towards the Ridge Path and Herne Hill to encourage butterflies</p>	Senior Open Spaces Warden	

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			(iv) That research is undertaken to find the most appropriate type of plants suitable for the area from Britten's Field towards the Ridge Path and Herne Hill which could be bought as plugs and planted to encourage further wildflower growth		
12	22.04.14 OS Minute 96	Cemetery Wall Maintenance	<p>RESOLVED that all the maintenance work to the cemetery walls is completed and this work will be funded from the cemetery walls reserves fund and the seat and bins reserves fund at a cost not exceeding £3613.</p> <p>Funded from :</p> <p>£2000 from R&P Cemetery walls (line 127) £806 R&P Seats (line 46) £807 R&P litter bins (line 51)</p>	Deputy Town Clerk/Senior Open Spaces Warden	<p>1) Order raised for the work to be done 02.05.14</p> <p>2) Work started and will be done gradually during 14/15 financial year</p> <p>Deputy Town Clerk establishing timeframe for work to be undertaken</p> <p>Work should commence 01/09/2015 on SW wall (next to Lodge) and will be completed within 3 weeks. Work will then start on NW wall (bottom wall) and is expected to take a further 3 weeks.</p> <p>Work started 07.09.15</p> <p>Work completed on SW wall. Contractor wishes to delay work on NW wall until 2016. OS Team will need to clear vegetation.</p>

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13	Town Council 30.07.13	Market Town Investment Group	<p>RESOLVED that:</p> <p>i) that the Council makes a contribution to the Portas Project Proposal (based on the themes of Town Image and Community Facelift) and recognises that such contributions can be work in kind.</p> <p>ii) that the Town Council develops a sponsorship policy.</p> <p>iii) that the Town Council actively seeks sponsorship from businesses in the town.</p> <p>that the Town Council recognises the proposal will require on-going resources to be provided e.g. labour and finance.</p>		<p>1) Flower Troughs on Canal Way put in place mid June 2014.</p> <p>2) Flower Troughs on Strawberry Bank put in place beginning July 2014</p> <p>3) Summer and Winter planting of flower troughs on Strawberry Bank to be planted by SSDC in 2015/2016</p> <p>4) Sponsorship Policy agreed</p> <p>5) Belfast Sinks still to be refurbished by SSDC</p>