

**Planning, Highways & Transport Committee Action List  
For meeting 6 August 2019  
Updated 1 August 2019**

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
1.	02.04.19	Parking Enforcement	The County Council have recently been invited to attend a future committee meeting to explain their parking responsibilities and how they are implemented and confirmation of their preferred meeting date is awaited.	Town Clerk	Discussed with Parking Services Manager who will give brief presentation at meeting on 2 July 2019	<b>02.07.19</b>
2.	05.03.19	Grit Bins	<p>During the recent bad weather the Town Council received a number of requests for grit bins in the Town.</p> <ul style="list-style-type: none"> <li>• There are bins on Blackdown but they have been empty for years</li> </ul> <p>RESOLVED investigate potential locations and costs - main roads into town and town centre</p>	Town Clerk	01.04.19 email sent to highways asking about responsibility & costs <b>On agenda for 06.08.19 for discussion re possible additional provision and locations</b>	
4.	15.01.19 P239	Noise response from Highways England reference complaints from	Cllr Keitch has the residents' contact details and agreed to pass on the responses.	Cllr Keitch	01.04.19 email sent checking if Cllr Keitch actioned this item	

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		local residents about A303 road noise				
6.	04.12.18	2019/20 budget.  Provision of 2 bus shelters and provision of community transport scheme	<p>RESOLVED</p> <p>(i) to include money for the provision of 2 bus shelters (Stonemasons &amp; Canal Way opposite Muchelney House)</p> <p>(ii) to research existing community transport schemes and investigate the possibilities of such a scheme based in Ilminster (including provision for people attending medical appointments and a moped provision scheme)</p>	Town Clerk/Cllr P Burton		
7.	05.06.18 P191	Parking outside the Minster Rooms	<p>(i) RESOLVED that: a letter be sent to SCC (Highways Dept) requesting that existing double yellow lines are repainted and signage checked and, if necessary, erected to ensure the parking restrictions are enforceable</p> <p>(ii) the Town Council supports the church in their request to have restricted parking alongside the</p>	Town Clerk	(i)& (ii) E-mail sent to SCC Highways; Meeting to be arranged 24.10.18 message from SCC Highways that parking restrictions alongside the Minster Rooms will be included in the next Parking Order	<b>02.07.19</b>

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			(iii) Minster Rooms and in protecting the emergency access: ask SCC for their guidance regarding maximum waiting times and the best way to keep the emergency access free of parked vehicles parking enforcement be a future agenda item for the Committee		request emailed to SCC Parking 01.04.19	
9.	07.07.15 17H	Identifying location for a new Bus Stop	RESOLVED that possible locations be investigated	Town Clerk	01.09.16 letter sent to Transporting Somerset 25.10.16 No response rec'd so reminder sent 23.11.16 letter rec'd minimum requirement to leave 0.6m pavement: Public Transport manager willing to work with TC but no money available to contribute	
10.	07.07.15 17 I	Coach Parking	RESOLVED that possible locations be investigated	Town Clerk	01.09.16 letter sent to Transporting Somerset 25.10.16 No response rec'd so reminder sent	
11.	07.07.15 17 J & 01.05.18	Additional Bus Shelters	RESOLVED (i)that the Town Council supports in principle the idea of more bus shelters at bus stop on the school bus routes	Town Clerk	31.08.16 a) letter sent to School transport at SCC	

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	P183		<p>(ii)research is undertaken to establish the location requirements that need to be met for providing a bus shelter</p> <p>(iii)the school bus routes and existing bus stops are identified</p> <p>(iv)the typical costs of providing and installing a bus shelter are researched</p> <p>(v)that the findings form (ii) – (iv) above are reported back to a future meeting</p> <p>Approach Yarlington to establish the possibility of collaboration for a bus stop on their land at orchard Vale</p>	District Councillor Keitch	<p>asking for school bus route information</p> <p>List of bus stops in Ilminster used for school transport routes received 20.09.16</p> <p>b) email sent to SCC Highways asking about criteria and process for bus shelters</p> <p>email forwarded to Transporting Somerset.</p> <p>25.10.16 No response rec'd so reminder sent</p> <p>research information provided to committee at May 2017 meeting</p> <p>Item to be considered at budget time</p> <p>Cllr Keitch has a meeting with Yarlington w/c 25.06.18</p> <p>No action / information from that</p>	

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					meeting; further meeting planned with Strategic Director 05.02.19 Ownership & permissions re land at Orchard Vale being researched 28.03.19 SSDC drawing up legal agreement to transfer land <b>On agenda for 06.08.19 to formally make resolutions re the land acquisition and future maintenance responsibilities</b>	