

**Minutes of the Town Council meeting**  
 held in the Council Chamber, The Council Offices, North Street, Ilminster,  
 on Tuesday 16 July 2019 starting at 19.30hrs

**Present:**

**Chair:** Cllr P Burton

**Councillors:** Cllr J Dewick, Cllr M Gunn, Cllr P Hamilton, Cllr V Higgins, Cllr M James, Cllr V Keitch, Cllr A Shearman, Cllr S Shepherd, Cllr R Swann, Cllr L Taylor, Cllr F White and Cllr L Wilcock.

**In Attendance**

**Officers:** Miss J Norris (Town Clerk)

15 members of the public attended the meeting

Before the start of the formal meeting the Mayor presented prizes to the winners of the Scarecrow competition, 1<sup>st</sup> Albie & Alex Biswas, 2<sup>nd</sup> Vaughan Lee House, 3<sup>rd</sup> Greenfylde First School

**655 Apologies for Absence**

To receive apologies for absence from Councillors unable to attend the meeting .

**656 Declarations of Interest**

Councillors made Declarations of Interest as detailed in the table below:

<b>Name</b>	<b>Agenda Item</b>	<b>Minute No</b>	<b>Nature of Interest</b>	<b>Type of Interest</b>	<b>Action</b>
Cllr V Higgins	Agenda No 16 Crewkerne and Ilminster Strategic School Review	670	Works at Greenfylde School	Personal	
Cllr M James	Agenda 12 No Ilminster Cricket Club - Cricket Pavilion & Agenda No 13 Ilminster Cricket Club Rent and other charges	666 & 667	Social member of the Cricket club	Personal	
Cllr S Shepherd	Agenda 12 No Ilminster Cricket Club - Cricket Pavilion & Agenda No 13 Ilminster Cricket Club Rent and other charges	666 & 667		Personal and Prejudicial	Spoke as a member of the public then left the room
	Agenda No 16 Crewkerne and Ilminster Strategic School Review	670	School Governor	Personal	

Name	Agenda Item	Minute No	Nature of Interest	Type of Interest	Action
Cllr R Swann	Agenda 12 No Ilminster Cricket Club - Cricket Pavilion & Agenda No 13 Ilminster Cricket Club Rent and other charges & 13	666 & 670	Vice President of the Cricket Club	Personal	

**657 Minutes**

- a) The minutes of the meeting held on 18 June 2019 had not been prepared in time for the meeting.
- b) The Office Action Plan relating to Town Council Meetings had not been prepared in time for the meeting.

**658 Mayor's Announcements/Engagements**

- a) The Mayor reported that he had been invited to meet with senior staff at Daido who have said that they are looking for a site in Ilminster to situate a new, high tech eco factory.
- B) The Mayor's list of engagements between 15 May 2019 and 10 July 2019 had been circulated, in addition to those listed the Mayor had attended a poetry event at Greenfyld school, an art exhibition and visited the Red Brick Building in Glastonbury as a fact-finding trip about community buildings. The Deputy Mayor had been to the Hazelwell Lodge Open Day which was really interesting, and also the Opening of the Peace Garden at Swanmead School.

**659 Police Report**

This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster. No police report had been received, a Councillor said that the police were reminding everyone to make sure that windows were closed when people go out – particular in hot weather.

**660 Reports from District Councillors**

Cllr Keitch provided the report as Cllr Hamilton was not able to be at the meeting but he will be attending in future and the 2 2 counpillors will take it in turns to provide the report. ✓

The key points of the report included:

- South Somerset District Council will be working with Daido direct over potential factory sites
- It is a busy time, post-election, for both politicians and Officers sorting out who is doing what jobs. Cllr Keitch chairs the District Executive and the Leaders Group and sits on the Heart of the South West Local Enterprise Partnership – this is important to make sure that Somerset is included and considered in future plans. Cllr Vijeh has become leader of the Conservative Group. Area West Committee will be Chaired by Cllr J Baker with Cllr R Pailthorpe as the Vice-Chair; the Committee usually meets on the 3<sup>rd</sup> Thursday in the month.
- The current stage of transformation is progressing slower than hoped for; there have been some glitches and money is being made available to assist with

improving some of the current difficulties - especially planning. There is currently a delay in processing planning applications and recruiting planning officers is very difficult; additional staff will be recruited to help deal with the work backlog especially validations.

- There have been problems with the telephone system, if someone needs a matter to be dealt with urgently it is best to email either Cllr Keitch or Cllr Hamilton and they will do their best to help.
- Staff need to be treated with respect - they are doing their best in difficult circumstances.
- Work on the future for Local Government in Somerset is ongoing – but following the elections there are new Councillors involved and the priority is to ensure that everyone quickly gets to the same background knowledge level.
- The Local Plan Review consultation is currently taking place
- South Somerset District Council has declared a Climate Emergency

The District Councillor was asked about Daido - what it makes and would a new factory provide extra jobs in the town. The response was that the company manufactures – bearings for cars and other industries. A new factory will not necessarily provide additional employment but it may secure existing jobs which is important to the town

The District Councillor was then asked about the timescale for the electric Car Charging Point to be installed in West Street car park. The District Councillor responded that prices have been received for electric charging points in Ilchester, Wincanton and Ilminster (others are likely to follow) and the process are now being evaluated. Climate Change is being taken seriously at SSSC and they are talking to car companies and supermarkets about the provision of more car charging points.

### **661 Report from the County Councillor for the Ilminster Division**

The County Councillor's reports for March – June had been circulated prior to the meeting.

A Town Councillor commented that they would like an update on what was happening about the recommendations in the Flooding Report because the drains have been cleared but that may not be sufficient to prevent flooding in the event of very heavy or exceptional rainfall.

### **662 Reports from Representatives on Outside Bodies**

A report from Greenfylde Church of England First of England School was circulated prior to the meeting.

### **663 Update From Neighbourhood Plan Development Group**

The Chair of the Neighbourhood Plan Development Group provided an update, based on the notes of the meeting held on 27 June and circulated prior to the Town Council meeting, about recent work.

Concern was expressed by Councillors that any Housing Needs work done on behalf of the Development Group should complement, not replicate the Survey commissioned by the Town Council in 2018.

**664 Update from Former Gooch and Housego Premises Working Group**

A short, written update from the Working Group had been circulated as part of the supporting papers for the meeting. No other matters were raised

**665 Urgent Decision – Buggy Repairs**

In accordance with the urgency procedure it was formally reported the urgent decision procedure had been used to approve repairs to the buggy at a cost of approx. £4,000.

**RESOLVED** to note the use of the Urgency procedure to approve repairs to the buggy.

**666 Ilminster Cricket Club - Cricket Pavilion**

Consideration was given to a letter from Ilminster Education Foundation regarding the Cricket Club's request for a sub-lease instead of a licence on the Cricket Pavilion.

*Note: 20:12hrs The Chair took the meeting out of formal session in order for members of the public to speak on Agenda Item 12 Ilminster Cricket Club – Cricket Pavilion*

**Speaker 1**

The Speaker referred to the points raised in the email dated 24 May 2019 (circulated as part of the supporting papers for the meeting) focusing on the history of the Cricket Club, the future of Ilminster Cricket Club, and funding availability. Ilminster Cricket Club, at this stage, would like confirmation that the Town Council is supportive of what they would like to achieve regarding the Cricket pavilion

**Speakers 2 and 3** concurred with Speaker 1.

**Speaker 4**

Emphasised the need for grant funding to be obtained towards the cost of the Cricket Pavilion Project in order to meet the governing body's standards for the building. Without grant funding the project will not be feasible

*Note: 20:18hrs*

- a) The Chair took the meeting back into formal session*
- b) Councillor Shepherd left the room*

Issues discussed by the Committee included:

- Responsibility for legal and surveying costs

*Note: 20:23hrs The Chair took the meeting out of formal session*

*20: 24hrs The Chair took the meeting back into formal session*

**RESOLVED**

- (i) that the Town Council supports the principle of the Cricket Club having a Pavilion that meets the current English Cricket Board standards
- (ii) that the Town Council instructs Solicitors to start the process of drafting a sub-lease

**667 Ilminster Cricket Club Rent and other charges**

- a) the rent payable by Ilminster Cricket Club for The Shed in the pre-lease period
  - b) the contribution towards utility charges.
- (deferred from April Town Council meeting)

**RESOLVED** to defer this agenda item until more information is available.

*Note: 20:26hrs Cllr Shepherd returned to the meeting*

**668 Recommendations from the Open Spaces Committee**

Consideration was given to recommendations from the Open Spaces Committee meeting held on 9 July 2019 which related to quotations from companies to implement Module 1 of the Wharf Lane Recreation Ground Refurbishment – Skatepark.

**RESOLVED**

- (i) That the quotation of £4,583 to supply and install the agility trail and undertake the planting is accepted
- (ii) That the quotation of £2,517 to supply the plants is accepted
- (iii) That the prices from the selected contractors are submitted to South Somerset District Council with a formal request to use S106 money for at least 50% of the cost – the balance to be met by the Town Council

**669 Payments and Virements**

The Schedule of Payments was presented for Council's information and it was confirmed that Councillor Wilcock and the Town Clerk had done the bank reconciliations for April, May and June.

Matters raised or discussed during consideration of this agenda item included:

- The purchase of safety glasses for the Grounds Maintenance Workers
- The possibility that the mobile phone costs may reduce as the Grounds maintenance Team also have small radios
- Safety aspects and check-in arrangements for lone working (and use of mobile phones and radios to check-in)
- Bedding plants – would planting wild flowers reduce costs? A general response was that wild flowers were unlikely to be suitable for planting in hanging baskets, the troughs on railings or the Minster flower bed.

**RESOLVED** that the payments listed in the schedule presented to Council totalling £25,744.55 net are approved

**670 Crewkerne and Ilminster Strategic School Review**

Consideration was given to whether or not the Town Council wishes to comment on the Crewkerne and Ilminster Strategic School Review. A complete set of documents can be viewed / downloaded from <https://www.somerset.gov.uk/crewkerne-and-ilminster-strategic-school-review/>

Matters raised or discussed during consideration of this agenda item included

- The original report has been withdrawn so that some amendments can be made

- The principle is that there will be a 2 tier education system in Ilminster rather than the existing 3 tier system
- There are likely to be 5 options – including the option to make no changes to the existing system
- Financial pressures are a significant reason for the review

**671 Market House Roof**

In November 2018 the Council considered an estimate for repairs to the Market House roof; it was resolved to revisit the need for work and the cost in the next financial year. This item was therefore re-presented for consideration.

**RESOLVED** to obtain quotations for work to the Market House roof with a view to the work being undertaken before winter.

**672 Appointments to Committees and Outside Bodies**

Consideration was given to:

- a) Appointment to Committees –to confirm the appointment of Councillor Hamilton to Committees

**RESOLVED**

- (i) That Cllr Hamilton is appointed to the Open Spaces Committee,
- (ii) That Cllr Burton is appointed to the Planning, Highways and Transport Committee

- b) Appointment to Neighbourhood Plan Development Group - to appoint a Councillor to the Neighbourhood Plan Development Group following Cllr James' decision that he did not wish to be part of the Group

Cllr James informed the Council that he is happy to remain as a Council representative on the Neighbourhood Plan Development Group.

The meeting closed at 20:47hrs

# Agenda No 4

## 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 form the candidates and vote on co-optees	Town Clerk	Co-option advertised 20.05.19	Co-option on Council agenda 18.06.19 <b>Cll Hamilton Co-opted, 1 vacancy remains</b>
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	

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
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	



No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
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	<p>info for preparing quotation documents 02.04.19 Quotation documents issued with closing date of 03.05.19</p> <p><b>Awaiting S106 offer letter from SSDC</b></p> <p><b>Council 18.06.19 suggested this item should be removed as Broadband project in Ilminster is almost complete</b></p>	



**Mayoral Engagements 16.07.19 – 17.09.19**

18.07.19	Ilminster	7pm Presentation of Ilminster Rotary Community Award at Swanmead School's Celebration of Achievement Evening
13.09.19	Crewkerne	6.30pm Civic Evening The Sound Of Music. Crewkerne Town Hall



**ILMINSTER DIVISION COUNTY/DISTRICT COUNCILLOR REPORT JULY 2019****HEALTH & WELLBEING BOARD**

At this month's meeting members received an update on the Fit For My Future initiative, intended to move towards more integrated mental health services, and focus on early intervention where untreated mental health conditions can have a significant impact on a person's lifespan.

There is concern over the prevalence of domestic abuse and as part of the serious violence strategy £1.16m has been made available by Somerset & Avon Police to set up a Violence Reduction Unit.

There has been a significant rise in sexually transmitted infections.

**INDEPENDENT ADVISORY GROUP (Avon & Somerset Police)**

At this month's meeting, where I was accompanied by three youngsters on work experience, one of the key topics for discussion was related to raising awareness of autism within the police force. Key areas of concern for drug related crime (e.g. county lines) include Shepton Mallett and Chard. It is felt that some instances of low level anti-social behaviour could be avoided by improving links between the police and local schools and action is being taken to achieve this.

Car owners are being asked to be particularly vigilant as there has been a spate of car thefts.

**DEVON & SOMERSET FIRE & RESCUE SERVICE (DSFRS)**

Discussions have now begun concerning proposed changes to the service, which has generated a good deal of interest. The link is below

<https://www.dsfire.gov.uk/News/Newsdesk/PressReleaseArticle.cfm?ReleaseID=2250&siteCategoryId=3&T1ID=26&T2ID=36>

**ILMINSTER FLOODING**

The annual gully programme is enhanced by extra funding from the Somerset Rivers Authority for roads identified as being high risk to flooding. This enhanced programme should mean that these identified roads' gullies/drains are jetted an additional time within a twelve month period (every 6 months).

If residents feel a gully requires additional reactive cleaning in the meantime they are asked to notify the Area Highways Office via the following link:

<https://www.somerset.gov.uk/roads-and-transport/report-a-blocked-drain-on-the-road/>

**HIGHWAYS**

For Traffic Management enquiries use the following email [TrafficManagement@somerset.gov.uk](mailto:TrafficManagement@somerset.gov.uk)

For South Somerset county roads issues email [countyroads-southsom@somerset.gov.uk](mailto:countyroads-southsom@somerset.gov.uk)

**M5 JCT. 25 UPGRADE**

Work has now commenced (mainly overnight) and is expected to take 2 years. The Tone Way phase has now begun and will eventually provide direct access from the M5 to the Park & Ride.

**HIGHWAYS ENGLAND (HE) - CHANGES TO A358**

The Highways England consultation document relating to the preferred route of the A358 upgrade is at [https://highwaysengland.citizenspace.com/he/taunton-to-southfields-dualling-scheme/user\\_uploads/a358\\_tاونton-southfields\\_brochure\\_final\\_digital\\_19.06.19.pdf](https://highwaysengland.citizenspace.com/he/taunton-to-southfields-dualling-scheme/user_uploads/a358_tاونton-southfields_brochure_final_digital_19.06.19.pdf)

Copies of the relevant documentation can be seen at SCC, online or at Taunton Library [www.highwaysengland.co.uk/Taunton-to-Southfields](http://www.highwaysengland.co.uk/Taunton-to-Southfields)

## **PLANNED ROADWORKS**

**Winsham, Whatley Lane** - Drainage improvement. Temp. road closure. 2 - 27 Sept. 20 days  
**Broadway, A358 Broadway St.** - Drainage improvement. Temp. road closure. 9 - 13 Dec. 5 days

## **GIGACLEAR – Temporary Prohibition of Vehicles**

**Sheephouse Farm Lane, Chillington** - from jct. Lambert Lane to jct. with Fisherway Lane, for 593m. 1st Sept. for 7 days.

## **CHAFFCOMBE BROADBAND**

In response to a local resident's concern and frustration over the poor rollout of broadband by Gigaclear, the following has been received from the Cabinet member, David Hall:  
'The rollout of broadband by Gigaclear is significantly delayed, which is reflected on the Gigaclear website. Many of the start dates are listed as TBC. Updates are provided on the Connecting Devon and Somerset (CDS) website, giving details of the delays, implications and the next steps.  
<https://www.connectingdevonandsomerset.co.uk/wp-content/uploads/2018/11/The-Gigaclear-contracts-with->

I appreciate that residents and businesses have been let down as a result of these delays and CDS has made it clear to Gigaclear that this uncertainty cannot continue. CDS has allowed the company additional time to evaluate and cost alternative methods of network construction. The company is on notice of default pending receipt of a revised plan by the end of July that is acceptable both to CDS and the Government. I can assure you that CDS will not shrink from taking further tough action if that is deemed necessary. I recognise that this will be of little comfort to residents who require a decent reliable internet connection sooner rather than later. Until Gigaclear can provide acceptable plans to deliver the contract future deployment is in delay. In the meantime, there are some alternative solutions residents may wish to investigate:

**Better Broadband Scheme** - a Government run scheme that provides a voucher up to the value of £350 towards a minimum broadband connection of 10Mbps. To qualify for this the recipient must have an existing broadband service of 2Mbps or lower. More information can be found at :  
<https://basicbroadband.culture.gov.uk/>

**Rural Gigabit Voucher Scheme** - another Government run scheme that provides a voucher towards the connection of a gigabit (1000Mbps) broadband connection. Premises experiencing speeds below 30 Megabit per second (Mbps), are eligible for up to £3,500 per small and medium-sized business (SME) and up to £1,500 per resident to support the cost of installing new gigabit-capable connections when part of a group project (when two or more residents and/or SMEs get together to combine their vouchers towards the shared cost of installation). Single connections are not eligible for additional funding. Information on the scheme can be found at:  
<https://gigabitvoucher.culture.gov.uk/rural/>

Anyone having further questions should contact Nathaniel Lucas at [NMLucas@somerset.gov.uk](mailto:NMLucas@somerset.gov.uk) and/or [KLovelock@somerset.gov.uk](mailto:KLovelock@somerset.gov.uk) or phone 07976 690 942.

## **ILMINSTER TRANSPORT**

I am awaiting further information with regard to a follow up meeting with local transport providers.

## **SCC ADULT SOCIAL SERVICES**

The head of the department, Stephen Chandler, is leaving the service. Recruitment for his replacement will take place in the autumn. Mel Lock will take over the post in the interim. In addition to this, the team leader for South Somerset, Julia Ingram, who I met with this month to discuss ongoing issues, is also leaving SCC and her temporary replacement is Maura Noone.

## **SOMERSET WASTE PARTNERSHIP (SWP)**

Where there are problems with contact over issues such as missed collections, contact details are 01823 625700 or [enquiries@somersetwaste.gov.uk](mailto:enquiries@somersetwaste.gov.uk)

## **DONYATT SIS**

This has now gone out to tender.

## **SSDC LOCAL PLAN CONSULTATION**

<https://www.southsomerset.gov.uk/your-council/your-council-plan-and-strategies/planning-policy/local-plan-review-2016-2036/>

Do be sure to access the website to comment on your preferred option. A high level of interest was shown at the information session held at The Shrubbery this week.

## **ENVIRONMENT STRATEGY**

As part of an initial engagement exercise, elected members have been asked to make comments relating to the new strategy, due to be released in October, after gathering baseline evidence and analysis work that needs to be done prior to drafting potential priorities for action. I have expressed dismay that the timescale for responses was so short.

## **NEROCHE SCHOOL**

Following the departure of the head teacher at the end of term, I can confirm that, after interviews were held, the current deputy head teacher, Alison Collins, has been appointed as the new head teacher. In addition to this, with effect from Sept. the new Chair of governors will be David Tucker.

## **CREWKERNE/ILMINSTER SCHOOLS REVIEW**

The planned meeting for this month did not occur, in part due to illness. A copy of the report is available at: <https://www.somerset.gov.uk/crewkerne-and-ilminster-strategic-school-review/>

SCC have set up a short survey to gauge local views. This is available at:

<http://www.somersetconsults.org.uk/consult/ti/IlminsterandCrewkerneSchools/answerQuestionnaire?qid=5801283>

SCC officers will decide which, if any, options to take forward or whether alternatives need to be explored, in order to make a decision on how to proceed next term, subject to consultation.

## **AREA WEST**

Following a recent member workshop, area priorities have been agreed. The four key challenges and issues identified, with some weighting to identify emerging priorities for the 2020/21 period, were:

- Crime and community safety: The importance of supporting the multi-agency One Team approach in tackling community safety issues in the Area and District.
- To complete the gateway highway improvement scheme (Chard, Fore Street)
- Tourism: To attract tourists and increase spend in, and visits to, the Area and wider District
- Protecting the Environment: To develop an approach for protecting our environment and ensuring that the green agenda is at the forefront of what the SSDC does.

Between Aug. and Nov. priorities will be assessed to form part of SSDC's Plan for 2020/21.

## **YARLINGTON**

CEO, Caroline Moore, gave a presentation to inform members of the recent partnership with social housing group, Radian. An update on the services provided by Yarlington was also given, and a number of questions relating to the difficulty of residents in obtaining services were raised.

## **FUTURE OF LOCAL GOVERNMENT**

There has been no further news in relation to this, as this month's meeting was cancelled.

## **SSDC**

The authority is currently in discussions with interested parties to consider whether or not it may be possible to have a multi-faith burial site situated within the district.

## **EXTINCTION REBELLION**

The group were once again present at this month's SSDC full council meeting, to ensure that the climate emergency remains at the top of our agenda.

## **TRANSFORMATION**

Full council approved one off additional resources of £494,990 in 2019/20 and £240,230 in 2020/21, to support service delivery to customers during the extended transition period from old to new ways of working, where it has been acknowledged that there have been significant failures.

## **SSDC PLANNING**

This area of service provided by SSDC continues to face a number of challenges with planning applications not being validated in a timely manner

### **Land West of School Lane Ashill - 17/04328/OUT**

Following the decision to refuse the application at Area West last month, contrary to the officer's recommendation, the application was considered at SSDC's Regulation Committee for determination and approved. Representatives of the local community have expressed their concern at this decision and the process which came to this conclusion and are intending to challenge this.

## **PLANNING APPEAL**

**18/03339/HOU** - The demolition of existing railings and the erection of two boundary walls Inkwell House, Lower Chillington, (Officer delegated decision)

## **ILMINSTER LIBRARY**

The Friends of Ilminster Library meet monthly to explore ways in which they can provide ongoing support, including regular coffee mornings on the last Saturday of each month, 10am-12 noon. The group are also seeking recipes for a fund-raising cookbook to support library activities.

## **TREE PLANTING**

As part of recent discussions in relation to concerns over the environment, the benefits of tree planting have been highlighted. To obtain free trees to plant in your community or school contact the Woodland Trust at <https://www.woodlandtrust.org.uk/plant-trees/>

## **ELECTRIC CHARGING POINTS**

Ilminster is due to have one installed at West Street car park. Additional information can be found at <https://www.energysavingtrust.org.uk/scotland/grants.../domestic-charge-point-funding>  
The typical cost for a home charge point and installation is approximately £1000. As part of its Electric Vehicle Home charge scheme, OLEV currently offers applicants £500 towards this cost.

## **HORTON PARISH COUNCIL**

A new clerk is being sought following the resignation of the existing clerk.

## **GREENFYLDE**

Additional volunteers are being sought to provide reading support for children on a Thursday afternoon. Anyone interested should contact [gill@magnolia.co.uk](mailto:gill@magnolia.co.uk)

## **ROTARY YOUTH LEADERSHIP ACADEMY**

The Rotary Club of Ilminster are interested in receiving applications from young people aged 16-19 to attend the week-long leadership programme on Dartmoor, which takes place during the Feb. half-term. Anyone interested should contact [kirstenhughes1962@hotmail.co.uk](mailto:kirstenhughes1962@hotmail.co.uk)



## ACTIVITIES/MEETINGS

1/7	Ashill PC
2/7	Broadway PC
2/7	Ashill planning meeting
4/7	Health & Wellbeing Board workshop – Frogmary Farm
4/7	SCC Chair Awards – Taunton Rugby Club
6/7	Fiveways School Fete
7/7	Ashill School Summer Fete
8/7	Dowlsh Wake PC
9/7	Governance Complaints Training
10/7	DSFRA HR Committee
10/7	Ashill planning meeting
10/7	Swanmead School summer performance
11/7	SCC Health & Wellbeing Board
12/7	Neroche head teacher appraisal
12/7	Broadway – rights of way meeting
12/7	The Minster fund raising concert
13/7	St. John's Ambulance craft fair
14/7	Donyatt VH breakfast
14/7	Broadway Hill Church community lunch
15/7	FoLL trustee meeting
15/7	Neroche School governor meeting
16/7	SSDC Regulation Committee
16/7	Adult social services meeting
16/7	SSDC Scrutiny task & finish – Environment strategy
16/7	Ilminster town council
16/7	Donyatt PC
17/7	SCC full council
17/7	SCC highways meeting re: modifications to M5 junction 25
17/7	SSDC Area West
18/7	Independent Advisory Group (Avon & Somerset Police)
18/7	Meeting with SSDC Leader and Full Council
19/7	Neroche School assembly
19/7	Meeting re: 2020 mental health event
20/7	Whitelackington table top sale
20/7	Chard Museum open day
20/7	Cricket Malherbie BBQ and quiz
21/7	Combined service Horton church
21/7	Donyatt duck race
22/7	SCC – meeting re: gypsy traveller community
22/7	SCC – meeting re: Rights of Way
22/7	Horton recreation project meeting
22/7	SSDC – member training – Speed Reading
22/7	SSDC – meeting re; planning
22/7	SSDC – member training – Listening & Questioning Skills
22/7	SSDC – meeting re: Leisure S106 monies
22/7	Chaffcombe PC
22/7	Ilminster Fire Station
23/7	Fiveways - end of term assembly
24/7	Somerset County Show meeting
25/7	SSDC – Audit Committee
25/7	SSDC – meeting re: resident Council Tax
25/7	Ilminster Education Fund meeting
25/7	Friends of Donyatt Despatch meeting
26/7	DSFRA forum
28/7	Hospice South West charity quiz
29/7	Horton PC
29/7	Ilminster Lit Fest social evening
30/7	SSDC Scrutiny
30/7	SSDC Local Plan – Shrubbery Hotel
31/7	Connect Centre Wells – re: gypsy traveller community



## ILMINSTER DIVISION COUNTY/DISTRICT COUNCILLOR REPORT AUGUST 2019

### SCC FINANCES

The 2018/19 Statement of Accounts has been given an 'unqualified' opinion (the top grade). Before the auditors are able to conclude their overall opinion, they will look in more depth at the robustness of budgets for Adult and Children Social funding, where there is increasing demand.

### SCC COUNCILLOR IMPROVING LIVES GRANT FUND

After discussion with local community groups I have now been given approval to utilise my £2k to purchase trees for the 11 villages in the division, and also Ilminster town, to enhance the health and well-being of the environment within these communities.

I am in communication with Chris Cooper, SSDC's Environment Services Manager, and it is intended that residents and representatives of local groups will want to be involved in assessing suitable species, in addition to the siting and planting of the trees.

### MENTAL HEALTH

As part of a national drive to improve emotional support in schools, SCC has been granted £1m. over the next three years to deliver Emotional and Mental Health Support for Young People utilising trailblazer mental health support teams across the County.

### DEVON & SOMERSET FIRE & RESCUE SERVICE (DSFRS)

Discussions relating to proposed changes to the service continue to generate a high level of interest. The link is

<https://www.dsfire.gov.uk/News/Newsdesk/PressReleaseArticle.cfm?ReleaseID=2250&siteCategoryid=3&T1ID=26&T2ID=36>

### FREE BUSINESS TRAINING

Social enterprises, charities and cooperatives can sign up for free bespoke training, between Sept. 2019 and Jan. 2020, plus a grant of £1,200. This is supported by match funding of £250k. from SCC which will enable drawn down of England European Regional Development Fund (ERDF).

### FLOODING

SCC have bid for funding schemes to help the county to adapt to climate change by reducing flood risk through natural flood management. The resulting 'co-adapt' project will bring £253m. from the European Regional Development Fund over the next 3½ years, which is unaffected by Brexit. The Somerset Flood Action Plan, drawn up in the wake of 2013/14 winter floods, included a commitment to develop land management actions to reduce flood risk.

### ILMINSTER DRAIN CLEARANCE

Shudrick Lane, Ditton Street, North Street, East Street and Silver Street are all being cleaned on an annual round, but with SRA funding they are currently being cleaned every six months. The last time they were cleaned was between May and July 2019.

It has been agreed that in future ITC will be informed each time drain clearance is carried out.

<https://www.somerset.gov.uk/roads-and-transport/report-a-blocked-drain-on-the-road/>

### WINTER GRITTING

The Highways gritting policy review has been completed. The first deliveries of salt for the forthcoming winter have started arriving at depots. This winter SCC are investing an additional £22k. into the service, in response to feedback on reassessing the criteria used to determine which roads will be gritted. Precautionary gritting will now take place on 900 miles of road each time ice or snow is predicted. A map of the routes is at

<https://somersetnewsroom.files.wordpress.com/2019/07/winter-service2019>

## **ILMINSTER FLOODING UPDATE**

In the short-term SCC have secured an increase in the frequency of highway drainage maintenance in the area linked to the level of flood risk. Minor highway improvements and maintenance activities have been undertaken or are planned. SCC have been working with property owners affected by flooding to identify and implement measures that will make their homes and businesses more resistant and resilient to flooding.

Longer-term actions include conducting detailed modelling and a study to quantify the risks and identify options for more significant schemes. The study would provide the evidence to support applications for funding from various sources for more significant flood alleviation schemes. SCC have already had discussions with the Environment Agency about how a new model for surface water can benefit their modelling of the river. SCC's recent budget pressures, and the need to find savings, has meant that the study was not funded within the expected timescale, but funding for the study in this financial year has been secured, and SCC will shortly be tendering the work with a view to completion by March 2020.

## **ILMINSTER TRANSPORT**

SCC officers met with Buses of Somerset recently, who have confirmed they would be unable to source suitable vehicles within their existing fleet to be able to provide a service through the villages between Ilminster and Taunton. Obtaining a new vehicle, along with associated costs, would amount to around £100k per year.

As any additional service may abstract passengers from the 30 service, SCC first need to ensure that Buses of Somerset had no objection to approaching other operators. They have now confirmed that they would have no objection to local parishes funding an additional service, using a different operator.

SCC is unable to contribute any funding towards a replacement bus service. However, if parishes along the route were to agree to fund a new service, SCC would be happy to hold the contract with a bus operator and provide any further advice required.

I continue to meet regularly with a local resident to consider options to try to move this forward.

## **HIGHWAYS ENGLAND (HE) - A358 UPGRADE**

Documentation relating to the preferred route of the A358 upgrade is at [https://highwaysengland.citizenspace.com/he/taunton-to-southfields-dualling-scheme/user\\_uploads/a358\\_taunton-southfields\\_brochure\\_final\\_digital\\_19.06.19.pdf](https://highwaysengland.citizenspace.com/he/taunton-to-southfields-dualling-scheme/user_uploads/a358_taunton-southfields_brochure_final_digital_19.06.19.pdf)

Locally, a number of comments have been received:

There is a lack of conviction that "a lane connecting east-bound traffic arriving on the A358 from the north .... will enable such traffic to filter directly onto the A303" or will resolve congestion on the Southfields roundabout, especially for Broadway/Ashill residents; the dualling of the A358 will mean a greater volume of traffic attempting to cross the exit of the A358 from the Chard direction onto the roundabout.

Additional traffic heading west on the A303 will use the A358 to access the M5, rather than the A303 through the Blackdowns. This traffic will go around the roundabout, preventing traffic on the A358 from Chard entering the roundabout and westbound vehicles on the A303 will be obstructed. It is likely that more vehicles on the A303 coming from the west, and those coming from Ilminster, will use the dualled A358, making it more difficult for traffic on A358 from Chard direction, and those on the A303 from the west, to enter the roundabout.

It is felt that a formal professional technical analysis is required to influence the design of the current A358 proposal, the impact of it, the capacity of local roads to take the increase in traffic, impact on highway safety, and what the alternatives are. This may provide evidence that the highway network serving Broadway/Ashill lacks the capacity to take additional traffic generated by further development, which will have a negative impact on the lives of residents.

Broadway are to discuss this further their next meeting on 3 Sept.

## **HIGHWAYS**

For Traffic Management enquiries use the following email [TrafficManagement@somerset.gov.uk](mailto:TrafficManagement@somerset.gov.uk)  
For South Somerset county roads issues email [countyroads-southsom@somerset.gov.uk](mailto:countyroads-southsom@somerset.gov.uk)

## **PLANNED ROADWORKS**

**ILMINSTER** – concern has been raised in relation to the planned closure of Station Road, West St., High St. and Butts for 3 days on 11<sup>th</sup> Sept, and the high level of disruption this may cause.

## **SSDC PLANNING**

Members of Ashill PC attended SSDC's Regulation Committee this month to express concern over discrepancies between the recorded transcript of the meeting in July, and the written minutes. This continues to be pursued and has my full support.

I have been alerted to a number of ongoing planning/highways linked concerns by a number of parishes locally – including Donyatt (visibility splays), Allowenshay (new water mains), Dowlish Wake (footpaths & waste management), and am in contact with the relevant officers.

## **SSDC LOCAL PLAN REVIEW**

Members of Broadway PC have been working on how the Parish Council should respond to SSDC's consultation on the preferred options for a revised local plan, 2016-36.

It is felt that this represents an unwelcome U-turn in SSDC's planning policy, which could have significant and damaging implications for rural communities.

A meeting is to be arranged in Sept. to enable misgivings about the revised plan to be put directly to officers responsible for drafting the plan and to take account of responses to the consultation.

## **SSDC LOCAL PLAN CONSULTATION**

This consultation of the preferred options closes at 5pm on 18<sup>th</sup> Sept.

<https://www.southsomerset.gov.uk/your-council/your-council-plan-and-strategies/planning-policy/local-plan-review-2016-2036/>

## **SCHOOL PLACES FORECAST**

The new Education Infrastructure Growth Plan, which outlines the approach to school place planning and expected demand, is now available at:

<http://www.somerset.gov.uk/education-and-families/school-placeplanning-infrastructure-growth-plan/>

## **CREWKERNE ILMINSTER SCHOOLS REVIEW**

<https://www.somerset.gov.uk/crewkerne-and-ilminster-strategic-school-review/>

The consultation on the Futures for Somerset (FfS) report is now complete. There have been several suggestions about future arrangements, including detailed comments on the report, which will be considered by SCC, the Dept. for Education (Regional Schools Commissioner) and affected Schools over the coming months. A further position statement on future arrangements is expected to be available by mid-Autumn. The aim of the review is to secure sustainable education for all children in the area, including maintaining rural schools to support communities, as well as having schools with sufficient resources to support pupils' needs. This has to be achieved within the constraints that apply to all options, notably the affordability of any changes as both schools and the County Council have limited resources, which may mean any changes are phased over a number of years. I have been informed that work will need to be undertaken on the modelling of the options, but no decision will be taken until there has been more in-depth consultation with both schools and the Department for Education (Regional Schools Commissioner). Pupils, parents, staff and governors will be fully consulted on any decisions. If you have any queries or wish to share your views you can continue to do so by contacting Dave Farrow Head of Partnerships [DFarrow@somerset.gov.uk](mailto:DFarrow@somerset.gov.uk)

## **SSDC ECONOMIC STRATEGY**

Councillor John Clark, Portfolio Holder for Economic Development and Commercial Strategy will be holding an open briefing session for elected members on Thurs. 26<sup>th</sup>Sept. at 6pm at SSDC's offices.

"The six themes of the new Economic Development Strategy include: helping businesses and entrepreneurs, raising skill levels, and making a real difference for residents with superfast broadband, rural productivity and tourism. These initiatives cannot be delivered by SSDC alone, but they are playing a leading role with neighbouring Councils and the Local Economic Partnership.

## **CHAFFCOMBE VILLAGE HALL COMMUNITY GRANT**

At this month's Area West meeting a grant of £5,455 was awarded for improvement works to the hall, to enhance existing facilities.

## **SSDC COMMUNITY GRANTS**

SSDC provide support by funding third party voluntary sector support services, through their community grants programme. Funding is available for:

- Community, voluntary and charitable organisations
- Not-for-profit groups with a signed set of group rules
- Parish or Town Councils
- Other organisations - churches/schools etc., if wider community benefits are shown

SSDC will consider funding between £100 and £12,500 (up to 50% of the application costs)

- Cost of hiring a room/pitch or equipment to help start new activities
- Booking a coach or activity leader to help increase use of local facilities
- Helping to subsidise the cost of transport to get your project moving
- Training for volunteers to make a difference in the community
- Obtaining expert help for designs or other advice and guidance

Larger projects supported by community grants have included:

- Setting up local services such as social enterprises to operate a shop, pub or cafe
- Refurbishing or expanding local community halls and meeting places
- Enabling a new community transport service to start up
- Creating or improving local recreation facilities for all ages
- Starting or developing arts, conservation, education and environment projects

SSDC also aim to fund projects which target particular groups within the community:

- people at risk of, or suffering from, poor health
- people with mental health problems
- children and young people up to age 18
- older people
- people on low incomes
- people facing exclusion in urban and rural areas
- people seeking to improve and develop work or educational skills

It is desirable that applicants have the support of their parish council (which may include a financial contribution). It is also expected that other sources of funding to be considered.

Projects need to be well-planned and managed, as grants are only offered after careful assessment. Applications for more than £1,000 are decided by the Area Committee.

To speak to someone about the grants or obtain an application pack, email [communities@southsomerset.gov.uk](mailto:communities@southsomerset.gov.uk).

## **GOOCH CHARITABLE TRUST**

The Trustees will be meeting on Fri. 20<sup>th</sup> Sept. to discuss future grant recipients. Local Ilminster groups wishing to apply for support should go to [www.goochtrust.org](http://www.goochtrust.org) for more details.

## SCC ADULT SOCIAL SERVICES

I met this month with the new head of Adult Social Services for South Somerset, Maura Noone, to receive an update on the current situation related to several ongoing issues with local residents.

## SSDC STAFF CHANGES

The Monitoring Officer, Angela Watson, and the Section 151 Officer, Paul Fitzgerald, will be leaving shortly. Planning Officer Andrew Gunn is also on the move, and **will** be taking up the post of Clerk to Chard Town Council.

## ILMINSTER LIBRARY

The Friends of Iminster Library (FoIL) have agreed to fund several items of equipment at the library, and continue to encourage local residents to become involved, in addition to holding regular coffee mornings. The next one will be on Sat. 29<sup>th</sup> Sept. 10am – 12 noon.

## ACTIVITIES/MEETINGS

1/8	SSDC Scrutiny Task & Finish - Benefits
1/8	Meeting re: Crewkerne/Iminster Schools
2/8	DSFRA – Appraisals & Disciplinary Committee
3/8	Dowlish Duck Race
3/8	Rotary Youth Leadership fund raiser
4/8	Broadway Hill Methodist Church Café Church
4/8	Whitelackington Open Gardens
5/8	National Citizen Service fund raiser – Taunton
6/8	Iminster TC - Highways
7/8	Somerset County Show meeting
7/8	Winsham PC
8/8	SCC – meeting re: refugees
8/8	Broadway Hill Methodist Church Chattabox
8/8	Westlands – meeting re: closure of hospice beds
9/8	Neroche school meeting
10/8	Horton Flower Show
11/8	Donyatt VH breakfast
11/8	Horton Flower Show service
11/8	Iminster Literary Festival trustee meeting
19/8	Friends of Iminster Library
19/8	Iminster Literary Festival management group
19/8	Chaffcombe PC
20/8	SSDC - meeting with Leader
20/8	SSDC Regulation Committee
21/8	Chard Museum marketing training
21/8	DSFRS forum
21/8	SSDC Area West
21/8	Iminster Party on the Park
28/8	Meeting re; Iminster transport
28/8	Adult Social Services meeting
28/8	SSDC - meeting with Monitoring Officer
28/8	Licensing meeting re: resident concerns
28/8	SSDC Area North meeting
31/8	Friends of Iminster Library coffee morning
31/8	Chillington Festival





**Notes of Meeting held on 1<sup>st</sup> August 2019**

**Present – Stuart Shepherd (In the Chair), Colin Bailey, Colin Hyde, Bryan Ferriss, Annie Murdoch, Jim Sainsbury, Liz Shepherd, Scott Waldie, Tony Walker, Martha Covell (ECA), Joy Norris (Town Clerk)**

**Apologies – Michelle Gunn, Sally Howard, Henrietta Van den Bergh, David Westwood.**

**151 Declaration of Interest – No new declarations of interest were received.**

**152 Notes of Last Meeting – The notes of the meeting held on 27<sup>th</sup> June 2019 were agreed as a fair record, and signed accordingly.**

**153 Liaison with Town Council – It was noted that Martha would attend a full Council meeting in September to talk to the Counsellors about the purpose and direction of the Neighbourhood Plan. As Martha would also be firming up Development Group comments in response to the South Somerset District Council local plan, as reflected in her report to the current meeting, this also represented the ideal opportunity for ensuring that the Development Group's response to the SSDC plan was appropriately processed through the Town Council.**

**154 Results of On Line Consultation – This consultation having finally closed on 31<sup>st</sup> July, a total of 152 responses had eventually been received, and these would be further analysed and reported on accordingly.**

**155 Consultation with Schools – The results of this consultation would be the subject of a report to the next Development Group meeting.**

**156 Appraisal of Housing Site Development Options – Martha circulated a report on the 27 sites identified, together with a suggested methodology to assess their relative desirability. Having excluded some of the smaller sites which already had permission, it should then be possible to firm up on a list of about half the sites, which would enable the housing targets set by SSDC to be achieved. With the aid of maps, the meeting identified all the sites listed, and commented on each and everyone, although inevitably Members with a longer experience of residency in Iminster knew the sites better than others. No formal conclusions were reached other than the Chairman asking for a vote to ensure that "site 26" was left available for school expansion. As a next step, it was agreed to organise a sites "walk about" on 17<sup>th</sup> September at 5pm, which would be followed up by a workshop in the Minster Rooms on 26<sup>th</sup> September. Colin H also offered to investigate whether a photographer could be found to photograph the sites. There was no detailed discussion as to the application of the site allocation options analysis, which would obviously be returned to later**

**157 Housing Theme Group – No further report was made at the current meeting, other than Martha's updated report on Housing and Employment policies**

**158 Economy, Tourism and Heritage Theme Group – The Theme Group made no further report, although relevant references in Martha's overall progress report were duly noted, as was the Theme Group "homework".**

## **Iminster Neighbourhood Plan Development Group**

### **Notes of Meeting held on 1<sup>st</sup> August 2019**

**159 Environment and Leisure Theme Group** – Martha’s detailed draft policy document circulated prior to the meeting was noted and supported, although not discussed in any detail at the main Development Group meeting (as a theme group meeting had been held earlier in the evening).

**160 Transport Theme Group** – Notes of the last meeting of this theme group held on 23<sup>rd</sup> July having been pre circulated, were duly noted with interest, as the Group were clearly identifying their own homework.

**161 Grants** – The Locality grant of £9,000 had now been received, and application was still pending in respect of a further £8,000 grant vv “Housing Needs Assessment Survey”.

**162 Strap Line** – This proposal was now in abeyance.

**163 Next Meeting** – 5<sup>th</sup> September in the Council Chambers at 6pm, preceded by a meeting of the Transport Theme

ss/ sw/03/08/19

## Iminster Neighbourhood Plan Development Group

### Notes of Meeting held on 4<sup>th</sup> September 2019

**Present – Stuart Shepherd (In the Chair), Colin Bailey, Michelle Gunn, Colin Hyde, Sally Howard, Annie Murdoch, Jim Sainsbury, Liz Shepherd, Henrietta Van den Bergh, Scott Waldie, Tony Walker and Martha Covell (ECA).**

**Apologies – Bryan Ferriss, Matt James, David Westwood and Joy Norris.**

**164 Declarations of Interest –** No new declarations of interest were received.

**165 Notes of Last Meeting –** The notes of the meeting held on 1<sup>st</sup> August 2019 were agreed as a fair record, and signed accordingly.

**166 Housing Planning Policy –** Martha spoke on the recently received Iminster Housing Needs Assessment (not to be confused with the Iminster Parish Housing Needs Survey previously discussed!). The Assessment provided important evidence on the mix of housing required, but still left work for the Theme Group to advise on the exact number and size of bungalows and three bedroom houses that needed to be provided. There was also reference to amending our draft housing policy to have an early review mechanism in 2022 following the outcome of the census.

Inevitably, interest almost immediately moved onto the selection of sites, and there was a preview of arrangements for both the walk about on 17<sup>th</sup> September, when as many as possible of the 14 most likely sites would be visited; and the study day on 26<sup>th</sup> September to which relevant landowners and developers had been invited. There was support for ensuring that the site selection workshops included identifying a specific site for a potential “retirement” development near the town centre.

**167 Economy, Tourism and Heritage Policy –** Although there was no general updating report from this individual Theme Group, their comments on cycle hubs, camp sites and accessibility to the town were clearly in accord with other Theme Group policies.

**168 Environment and Leisure Policy –** Much of the discussion centred on the definition of, and development of “green spaces”, whether they were referred to as “civic”, “recreational “ or “natural”. There was a strong case made for ensuring that green space development kept pace with housing development and increasing population. There was also concern expressed regarding wetland and flooding policy, and the need to follow up evidence from any relevant previous planning applications, (which matter was of course of equal concern to the Housing Group).

**169 Transport (Access and Movement) Policy –** Martha spoke on the draft Access and Movement policy (circulated prior to the meeting); and the Theme Group spoke of their further work on bus services, school runs, car parks, and increased traffic movements resulting from new housing developments (notes also circulated prior to the meeting). There was an informed discussion on developing the West Crescent site, and the potential consequences that this had for re evaluating the development of Shudrick Valley, particularly in terms of developing a cycle hub. Overall, we were probably looking for up to three potential cycle hubs to accommodate parked cars and bike rental. Possibilities also included the old station and a location adjacent to Swanmead School. The other important conclusion drawn from the meeting’s discussions, was the need to provide a bridge over the A303 at Southfields Roundabout for cyclists and walkers.

## **Ilminster Neighbourhood Plan Development Group**

### **Notes of Meeting held on 4<sup>th</sup> September 2019**

**170 On Line Survey Consultation** – The final report on the on line survey (153 responses) and the consequent analysis, as presented by Martha on the screen, was duly appreciated as an important document to carry forward.

**171 Consultation with Schools** – The full report was due to be finalised very shortly, but in the meantime Martha ran over some of the findings. Those who had participated in the consultation felt that it had been a very positive exercise.

**172 Viewing Potential Housing Development Sites – 17<sup>th</sup> September** – Referred to earlier in the meeting, arrangements were confirmed, with a starting time of 5pm prompt at the Council Offices.

**173 26<sup>th</sup> September Workshop on Site Selection** – It was appreciated that there would have to be alternative plans for running this event, depending on whether there was an attendance of 20 to 30, or 50 to 60. In order to aid planning the session ahead, Neighbourhood Plan Group Members were asked to let Scott know well in advance whether they would be coming (Michelle's apologies were noted!). It was agreed that Henny would prepare publicity for the event, but that replies to this publicity should be sent to Martha.

There was some further discussion on the site selection criteria circulated at the last meeting, particularly concerning whether all criteria should be scored equally, or whether they should be weighted in recognition of their relative importance. No firm conclusions were reached!

**174 Use of the Logo** – The approved logo was again viewed, and it was agreed that it should be brought into use on documents that the Group issued, including those originating from ECA.

**175 Next Meeting** – Thursday 6<sup>th</sup> October 2019 in the Council Chambers at 6pm.

Jsgw/5/9/19

**Ilminster Neighbourhood Plan Development Group**

**Notes of Meeting held on 4<sup>th</sup> September 2019**

**158 Economy, Tourism and Heritage Theme Group** – The Theme Group made no further report, although relevant references in Martha’s overall progress report were duly noted, as was the Theme Group “homework”.

**159 Environment and Leisure Theme Group** – Martha’s detailed draft policy document circulated prior to the meeting was noted and supported, although not discussed in any detail at the main Development Group meeting (as a theme group meeting had been held earlier in the evening).

**160 Transport Theme Group** – Notes of the last meeting of this theme group held on 23<sup>rd</sup> July having been pre circulated, were duly noted with interest, as the Group were clearly identifying their own homework.

**161 Grants** – The Locality grant of £9,000 had now been received, and application was still pending in respect of a further £8,000 grant vv “Housing Needs Assessment Survey”.

**162 Strap Line** – This proposal was now in abeyance.

**163 Next Meeting** – 5<sup>th</sup> September in the Council Chambers at 6pm, preceded by a meeting of the Transport Theme Group.

ss/ sw/03/08/19





Strategic Planning  
South Somerset District Council  
Council Offices  
Brympton way  
Yeovil BA20 2HT

Via. Email: [strategy@southsomerset.gov.uk](mailto:strategy@southsomerset.gov.uk)

12<sup>th</sup> September 2019

Dear Sir / Madame

**SOUTH SOMERSET LOCAL PLAN REVIEW, 2016-2036 PREFERRED OPTIONS CONSULTATION, 2019  
REPRESENTATION ON BEHALF OF ILMINSTER TOWN COUNCIL**

We write on behalf of the Ilminster Town Council to provide formal representations to the above emerging local plan. The comments below have been discussed and agreed at the Ilminster Neighbourhood Plan Working Group meeting on 1<sup>st</sup> August 2019 and the Ilminster Town Council meeting on 17<sup>th</sup> September 2019.

**1. Background**

1.1 Ilminster Town Council are currently preparing a neighbourhood plan and we intend to carry out a formal Regulation 14 consultation in early 2020. Work completed to date includes:

- Consultation with the community, between 2018-2019, including workshops with four local schools;
- Character analysis and community walkabouts;
- Call for Sites and Site Allocations Options Analysis;
- Drafting of all planning policies relating to the four themes;
- Completion of a Housing Needs Assessment for Ilminster;

1.2 This is an ambitious, community led plan and it is our intention to allocate sites for development. These will be complimented by the preparation of Design Codes. Work on these final stages is currently underway and will be completed by December 2019.

1.3 We note that many policies in the emerging Local Plan Review are the same or very similar to those in the adopted local plan, therefore we do not wish to comment on these. Therefore, our objections to the emerging local plan relate to new policies which are of direct relevance to Ilminster.

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## **2. Policy SS2- DELIVERING NEW HOUSING GROWTH**

2.1 Ilminster Town Council welcome the 839 new homes proposed in Ilminster during the Local Plan Review period (2016-2036) as these new homes will provide an opportunity to sustain and enhance Ilminster's role as a Primary Market Town with a level of development that is appropriate to its size, character, environmental constraints and accessibility. This is acceptable given the need to create a more sustainable town and its contribution to the delivery of enhancements to local infrastructure and services. The provision of a new seven classroom primary school (Policy IM1) will greatly enhance the town and increase opportunities for sustainable lifestyles for existing and new young families to the town.

2.2 We suggest that the supporting text is amended to confirm that, to date, 119 dwellings have been completed/ committed between 2016-2018 reducing the total number of dwellings needed in Ilminster to 720. Our analysis confirms that historically the town has delivered a reasonable proportion of dwellings through windfall sites. This should be taken into account in the number of dwellings proposed on the town's strategic sites.

## **3. Policy IM1- HOUSING GROWTH SOUTH WEST OF CANAL WAY, ILMINSTER**

3.1 Outline permission has already been granted on land south west of Canal Way for 400 dwellings, plus a new 7 classroom primary school. As such, the Town Council have no objection in principle to the allocation of this site and we support the provision of 29% affordable housing here. We would welcome the inclusion of more detail in this policy in relation to open space and recreation facilities, the size and type of dwellings proposed, access arrangements and measures to provide a net gain in biodiversity in accordance with other policies in the adopted and emerging local plan and neighbourhood plan. The policy should recognise the need for enhanced indoor recreation and sports facilities, in order for Ilminster to become a fully sustainable community which is not reliant on facilities in neighbouring towns to which there are no direct bus services (e.g. Yeovil and Crewkerne). The need for a swimming pool has been identified in other development plan policies and in our recent consultation with 120 school children from four local schools. We would welcome an amendment to the policy to include the provision of a swimming pool or financial contributions towards such a facility.

## **4. Policy IM2- HOUSING GROWTH AT SHUDRICK LANE, ILMINSTER AND Policy IM3- HOUSING GROWTH AT STATION ROAD, ILMINSTER**

4.1 320 dwellings for Ilminster are proposed on two sites at Shudrick Lane (Policy IM2) and Station Road (IM3). Ilminster Town Council object to Policy IM2 and IM3 on the grounds that these allocations are premature ahead of the production of the Ilminster Neighbourhood Plan, including the completion of the Neighbourhood Plan site selection process. The site selection process is currently under way and a community workshop is planned for 26<sup>th</sup> September with preferred site locations due to be drafted by mid-October 2019. A more formal (Regulation 14 consultation) will occur in early 2020.

4.2 To date, an assessment of a number of alternative sites in Ilminster has been completed and will inform the selection process. We would therefore strongly urge the council to cease work on this element of the local plan until work on this element of the neighbourhood plan has progressed further.



- 4.3 The site on Station Road (IM3) is the subject of a current application for 150 homes and employment uses, which is contrary to the emerging local plan allocation for 100 dwellings. However if the District were minded to approve the 150 dwellings here, then less dwellings would need to be built elsewhere in the town and should be accounted for.
- 4.4 We are concerned that the allocation of the site at Shudrick Lane (IM2) for 220 homes is premature. This site scored fairly low in our initial assessment (Site Options Analysis) completed by the Neighbourhood Plan Working Group. The sites low score was partly attributed to its greenfield status and extensive views out over the Town from public footpaths and roads. We have not precluded the site, given its proximity to the town centre, however these are initial findings that raise concerns for the local plan allocation at this time being premature.
- 4.5 We are concerned about the loss of employment land on Station Road (proposed housing Site allocation IM3). This site is currently allocated for employment in the adopted local plan (ILMI/4). The Neighbourhood plan is seeking to maximise the provision of employment to ensure the longevity and sustainable future of Ilminster. The removal of the employment allocation at IM3 would hinder the long term goals and sustainable expansion of the town by removing future potential for employment by future occupants and removing any potential employment based 'pull factors' for potential residents that could seek to live in this area and become part of the community. The adopted allocation of the site for employment uses is considered to be a good opportunity due to the flooding experienced in this location. Furthermore due its proximity to the main road network and the existing uses nearby being employment, therefore reducing the likelihood for future conflict with neighbouring residents.
- 4.6 Further concerns relate to a potential conflict of the use compromising the existing employment site and future businesses occupying the neighbouring site. This site also scored relatively low in initial assessments undertaken by the working group. This does not preclude the consideration of the site as a preferred option; however these are initial findings that raise concerns for the local plan allocation at this time being premature.

## 5. Policy HG2: PROVISION OF AFFORDABLE HOUSING

- 5.1 Ilminster Housing Need Assessment (attached) confirms that the income required to buy an average market home for sale is insufficient for those on median household incomes in Ilminster. Only shared ownership (25%), affordable rent and social rent tenures remain affordable for those earning within the median household income. Meanwhile, for those earning within the lower quartile household income, their only affordable options are social and affordable rent tenures. As the social and affordable rent tenures remain the most affordable in the neighbourhood area, it is necessary to adhere to Policy HG2 provision of Affordable Housing in the emerging local plan review, where 80% of all affordable housing should consist of these housing tenures. The remaining 20% should consist of mainly shared ownership (25-50%) as this is the only affordable housing tenure that will enable home ownership in Ilminster.

## 6. HG4- ACHIEVEING A MIX OF MARKET HOUSING

- 6.1 It is evident that the recommended housing mix in Ilminster differs significantly from the house mix targets stated in the emerging local plan policy HG4. Site specific policies in Ilminster must therefore include specific housing mixes to ensure they meet local needs. The mix is set out in Error! Reference source not found. of the Housing Need Assessment. Dwellings should be focused on the provision of two and three-bedroom homes suitable to downsizers and young families, at the expense of much larger homes. Moreover, is also advisable to promote the delivery of bungalows in order to meet the needs of the ageing population.



### 7.0 Other issues

We would suggest a review of our draft neighbourhood plan policies to ensure that these are reflected directly in the next version of the Local Plan Review and meet the housing employment and infrastructure needs of Ilminster. For example, the emerging Ilminster Neighbourhood Plan proposes the provision of on-site renewable energy in all residential developments to meet at least 10% of its predicted energy use. Other priorities for the neighbourhood plan include the provision of a new green chain, creating a continuous walking and biodiversity network through the town.

We trust that these comments are useful and we look forward to working with you on the preparation of the next stage of the Local Plan Review to ensure that it reflects the needs and wishes of the local community whilst delivering the necessary number of homes and jobs for Ilminster and District beyond.

Yours Sincerely

**Martha Covell MRTPI**  
**Planning Advisor to the Ilminster Neighbourhood Plan**

Attachments: Ilminster Housing Needs Assessment, Aecom, August 2019

# Paid Expenditure Transactions

between 17/07/19 and 16/09/19

Start of year 01/04/19

Cheque	Paid date	Tn no Order	Gross	Vat	Net Cttee	Details	Heading
BACS 190719	19/07/19	1755	£2,380.01	£396.67	£1,983.34	City Centre Recruitment	C Hale/N Bowring W/C 24.06.19 Holt W/C 350/5
010514	19/07/19	1756	£31.14	£5.19	£25.95	Norris, Miss J	Combat Trousers for Open Spaces Staff pd 560/20 by personal credit card
BACS 190719	19/07/19	1758	£3,346.34	£0.00	£3,346.34	Salaries	Salaries July 350/1
BACS 190719	19/07/19	1759	£96.13	£4.58	£91.55	Edf Energy	Workshop Electricity 10.04.19/09.07.19 558/3
BACS 190719	19/07/19	1760	£125.11	£5.96	£119.15	Edf Energy	Toilet Block Electricity 11.04.19-09.07.19 558/3
BACS 260719	19/07/19	1779	£14.99	£2.50	£12.49	Screwfix	Site Beagle Trousers 36"w32"l Refunded 560/16
BACS 260719	19/07/19	1780	£29.98	£5.00	£24.98	Screwfix	Site Beagle Trousers 34"w32"l x1, Site Beagle Trousers 32"w32"l x1 - Refunded 560/16
BACS 260719	19/07/19	1784	£51.98	£8.66	£43.32	Screwfix	Site Elbert Size 9, Site Work Socks 3pr Size 7-11 - Refunded 560/16
BACS 260719	19/07/19	1801	£14.99	£2.50	£12.49	Screwfix	Site Beagle Trousers 36"w32"l - Refunded 560/16
BACS 260719	19/07/19	1802	£51.98	£8.66	£43.32	Screwfix	Site Elbert Size 9, Site Work Socks 3pr Size 7-11 - Refunded 560/16
BACS 260719	19/07/19	1803	£29.98	£5.00	£24.98	Screwfix	Site Beagle Trousers 34"w32"l x1, Site Beagle Trousers 32"w32"l x1 - Refunded 560/16
BACS 220719	19/07/19	1824	£300.00	£0.00	£300.00	Salaries	Rod 350/1
BACS 220719	22/07/19	1797	£1,433.91	£130.12	£1,303.79	HMRC (Tax & NI)	July 350/2
BACS 220719	22/07/19	1804	£1,641.97	£0.00	£1,641.97	SOC Pension Fund	Superannuation 350/3
DD 23/07/19	22/07/19	1820	£28.15	£4.86	£24.29	Yarlington Housing Group	Rent of Garage 382/1
DD	23/07/19	1798	£89.04	£14.84	£74.20	EE & T-Mobile	Mobile Phones 558/4
DD	25/07/19	1821	£25.00	£4.17	£20.83	Ilminster & District (OPW) Housing Association Ltd	Rent of Garage 382/1
BACS 260719	26/07/19	1762	£22.62	£3.77	£18.85	Loxston Groundcare Ltd	Harness x1 561/2
BACS 260719	26/07/19	1764	£63.00	£10.50	£52.50	Loxston Groundcare Ltd	3MM Line x1 561/2
BACS 260719	26/07/19	1765	£151.30	£25.22	£126.08	Ilminster Warehouse	Paint, brushes, WD40, oxide 560/15
BACS 260719	26/07/19	1766	£65.00	£10.83	£54.17	Ilminster Warehouse	Paint x2.5 560/15
BACS 260719	26/07/19	1767	£114.00	£19.00	£95.00	New Forest Farm Machinery Ltd	PTO Guard x1 Washer
BACS 260719	26/07/19	560/2	£5.34	£0.89	£4.45	New Forest Farm Machinery Ltd	Wiper Blade
BACS 260719	26/07/19	1769	£195.98	£32.66	£163.32	Ilminster Home Hardware	Hose connect x2, Hand trowel x1, Methylated spirit x1, Ebony x1, 95mm Hasp & Staple x2, 115 mm Hasp & Staple x1, STT x1, Putty x1, Woodscrew x1, 560/16

# Paid Expenditure Transactions

between 17/07/19 and 16/09/19

Start of year 01/04/19

Cheque	Paid date	Tn no Order	Gross	Vat	Net Cttee	Details	Heading
BACS 260719	26/07/19	1770	£892.02	£115.32	£576.70	Larknans Ta Spar Iliminster	559
BACS 260719	26/07/19	1771	£19.36	£3.23	£16.13	Bradford's Building Supplies	560/16
BACS 260719	26/07/19	1772	£600.00	£0.00	£600.00	Iliminster Press	378
BACS 260719	26/07/19	1773	£54.55	£9.09	£45.46	Glen Cleaning Co Ltd	563/1
BACS 260719	26/07/19	1774	£332.74	£55.46	£277.28	Glen Cleaning Co Ltd	563/1
BACS 260719	26/07/19	1775	£29.20	£4.87	£24.33	Prism	364/2
BACS 260719	26/07/19	1776	£25.55	£4.26	£21.29	Prism	364/2
010518	26/07/19	1777	£96.52	£16.09	£80.43	A & C Bespoke Joinery	561/5
BACS 260719	26/07/19	1778	£13.96	£2.33	£11.63	Screwfix	560/16
010517	26/07/19	1781	£108.00	£18.00	£90.00	KSS CRC Ltd (BGSW Division)	Contribution towards
Community Payback		761					
BACS 260719	26/07/19	1782	£1,974.00	£329.00	£1,645.00	South West Audit Partnership	May 2019
BACS 260719	26/07/19	1785	£82.97	£13.83	£69.14	Screwfix	Audit of key financial controls, certification of annual return 2018/19
BACS 260719	26/07/19	1786	£186.97	£31.16	£155.81	Screwfix	10.8v Cxt Multi Tool Bare x1, Multi Tool Accessory Kit 15pcs x1, Sanding Sheets 93mm 10 pcs x1
BACS 260719	26/07/19	1787	£13.99	£2.33	£11.66	Screwfix	Makita 18v 4ah Li-Ion Battery x1, Makita Rapid 560/16 Battery Charger x1, Cutting Disk 4x7/8" (1mm) PK5 x1
BACS 260719	26/07/19	1788	£1,927.50	£321.25	£1,606.25	City Centre Recruitment	Site Harrier Shorts 32" x1
010515	26/07/19	1789	£2,700.00	£450.00	£2,250.00	Croft Surveyors	C Hale/N Bowring/D Holt W/C 01/07/19
BACS 260719	26/07/19	1790	£4,082.53	£680.42	£3,402.11	CJ Cox	Limited Building Survey - 1 Cornhill Market Place
010516	26/07/19	1791	£24.00	£4.00	£20.00	CDST Ltd	June workshop job 3344
BACS 260719	26/07/19	1795	£175.78	£29.30	£146.48	Minster Electrical Contractors	Payroll and pension processing May-June 19 350/1
BACS 260719	26/07/19	1796	£10.24	£1.71	£8.53	Bradford's Building Supplies	Install new hot water tap in wardens shed
BACS 260719	26/07/19	1799	£1,787.57	£0.00	£1,787.57	Water 2 Business	PTC020
BACS 260719	26/07/19	1800	£172.55	£0.00	£172.55	Water 2 Business	Recreation Grounds Water rates half year
BACS 260719	26/07/19	1805	£986.00	£116.00	£869.00	Abba Cleansing Services	Public Conveniences Water rates half year
DD	31/07/19	1822	£134.99	£22.50	£112.49	CCUK Ltd	Empty Septic Tanks
DD	31/07/19	1823	£13.57	£2.26	£11.31	NatWest Bank Ltd	Telephone Package & Broadband
DD	31/07/19	1873	£5.00	£0.00	£5.00	NatWest Bank Ltd	Bank Charges
							4101

16/09/19 02:10 PM Vs: 8,28.00

Iliminster Town Council

# Paid Expenditure Transactions

between 17/07/19 and 16/09/19

Start of year 01/04/19

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Cttee	Details	Heading
BACS 020819	02/08/19	1806		£1,336.19	£222.70	£1,113.49	Res	City Centre Recruitment	C Hale/N Bowring/V Woodgate W/C 08/07/19350/5
	05/08/19	1815		£59.28	£9.88	£49.40	Cem	Mayfair	Management Fees 762/1
010521	07/08/19	1807		£80.64	£13.44	£67.20	OS	Agritem	New Way Weed Spray 5Ll x2 560/20
010522	07/08/19	1808		£10.16	£1.70	£8.46	Res	McColls	Papers up to 20.07.19 364/3
010520	07/08/19	1809		£300.00	£0.00	£300.00	Cem	Mr Peter Kaye	The ERB for plot D2 060 760
010523	07/08/19	1810		£5,000.00	£0.00	£5,000.00	Res	Somerset County Council	Contribution to Iliminster Library 356/1
010524	09/08/19	1811		£96.00	£16.00	£80.00	Res	Dillington Advertising Services	Adverts for Deputy Town Clerk and Assistant Grounds Manager 378
BACS 090819	09/08/19	1812		£1,785.38	£297.56	£1,487.82	Res	City Centre Recruitment	C Hale/N Bowring/V Woodgate W/C 15/07/19350/5
BACS 080919	09/08/19	1813		£216.00	£36.00	£180.00	OS	DYNO ROD JAF Services	Unblock external by wardens workshop 563/4
BACS 090819	09/08/19	1814		£167.64	£27.94	£139.70	OS	DR Jones Yeovil Ltd	Supply & fit X2 toilet roll holders 563/4
010525	09/08/19	1817		£62.00	£0.00	£62.00	Res	C A Brooks	Guiding for new Mayor and year x2 368/3
	15/08/19	1857		£38.60	£6.43	£32.17	Res	NatWest Bank Ltd	Bank Charges 363
BACS 160819	16/08/19	1827		£225.00	£0.00	£225.00	Res	Iliminster Christmas Lights	Store room rent 374/2
BACS 160819	19/08/19	1792		£90.00	£0.00	£90.00	Res	Iliminster Press	Advert for Assistant Grounds Manager x1 £45 378
BACS 160819	19/08/19	1818		£50.00	£0.00	£50.00	Res	Somerset Association of Local Councils	Advert for Deputy Town Clerk x1 £45 351/2
BACS 160819	19/08/19	1819		£1,881.12	£313.52	£1,567.60	Res	City Centre Recruitment	C Hale/N Bowring/V Woodgate W/C 22/07/19350/5
	21/08/19	1850		£3,546.76	£0.00	£3,546.76	Res	Salaries	Salaries August 350/1
DD	21/08/19	1856		£29.15	£4.86	£24.29	Res	Yarlington Housing Group	Rent of Garage 382/1
	22/08/19	1853		£1,419.91	£130.12	£1,289.79	Res	HMRC (Tax & NI)	August 350/2
	22/08/19	1855		£1,410.65	£0.00	£1,410.65	Res	SCC Pension Fund	Superannuation 350/3
	22/08/19	1860		£1,344.45	£0.00	£1,344.45	Res	Salaries	Adam 350/1
BACS 230819	23/08/19	1828		£883.40	£147.23	£736.17	Res	Newsquest	Neighbourhood Plan Advert Chard & Iliminster 378
BACS 230819	23/08/19	1829		£850.60	£141.77	£708.83	Res	Newsquest	Neighbourhood Plan Advert Chard & Iliminster 378
BACS 230819	23/08/19	1830		£1,643.99	£274.00	£1,369.99	Res	City Centre Recruitment	C Hale/N Bowring/V Woodgate W/C 29/07/19350/5
BACS 230819	23/08/19	1831		£92.60	£15.43	£77.17	OS	Mole Valley Farmers	Grass Seed x20 560/16

# Paid Expenditure Transactions

between 17/07/19 and 16/09/19

Start of year 01/04/19

Cheque	Paid date	Tn no Order	Gross	Vat	Net Cttee	Details	Heading
	23/08/19	1858	£84.55	£14.09	£70.46	OS	Mobile Phones
010256	27/08/19	1826	£52.00	£8.67	£43.33	Res	Hall Hire
010527	27/08/19	1854	£300.00	£50.00	£250.00	Res	Preparing limited Budget Cost Estimate
DD	27/08/19	1862	£25.00	£4.17	£20.83	Res	Rent of Garage
BACS 300819	30/08/19	1832	£168.00	£28.00	£140.00	OS	Ferris deck belt x1, labour charge
BACS 300819	30/08/19	1833	£1,260.00	£210.00	£1,050.00	OS	Hire chargers - tractor
	16 July-6 August 19	560/2					
BACS 300819	30/08/19	1834	£31.96	£5.33	£26.63	OS	TTL11 x4 , GRW100 x1
BACS 300819	30/08/19	1836	£23.80	£1.13	£22.67	OS	Market House 07.05.19-02.08.19
BACS 300819	30/08/19	1837	£484.77	£77.46	£387.31	OS	Fuel July
BACS 300819	30/08/19	1838	£19.03	£3.17	£15.86	Res	Printer Copies 01.04.19-30.06.19
BACS 300819	30/08/19	1839	£13.50	£2.25	£11.25	Res	KF26082Q
BACS 300819	30/08/19	1840	£17.94	£2.99	£14.95	Res	01144
BACS 300819	30/08/19	1841	£27.66	£4.61	£23.05	Res	3m96384
BACS 300819	30/08/19	1842	£33.10	£5.52	£27.58	Res	CO01116
BACS 300819	30/08/19	1843	£41.66	£6.94	£34.72	Res	KF10502, KF31002, KF01593Q
BACS 300819	30/08/19	1844	£19.99	£3.33	£16.66	OS	Oil spill kit
BACS 300819	30/08/19	1845	£35.98	£6.00	£29.98	OS	Jerry can
BACS 300819	30/08/19	1846	£19.99	£3.33	£16.66	OS	Oil spill kit
BACS 300819	30/08/19	1847	£314.34	£52.39	£261.95	OS	Leaf grabber x1, Snow shovel x4, Salt spreader x1
BACS 300819	30/08/19	1848	£640.38	£106.73	£533.65	Res	FLC2105 x3, FLC2010 x5, FLC2011 x4, LED- 374/1 DL-13-2W x45, DFW/18/6 x2, DL-13-SC x100, CAR3MM x20, WRG3MM x 40
BACS 300819	30/08/19	1852	£1,914.43	£319.07	£1,595.36	Res	C Hale/N Bowring/V Woodgate W/C 05/08/193350/5
BACS 300819	30/08/19	1859	£8.99	£1.50	£7.49	OS	Socks
010530	30/08/19	1861	£12.70	£2.12	£10.58	Res	Papers up to 22.08.19
	30/08/19	1876	£134.99	£22.50	£112.49	Res	Telephone Package & Broadband
010529	04/09/19	1835	£216.00	£36.00	£180.00	Cem	Contribution towards
Community Payback June		761					
010528	04/09/19	1849	£667.50	£111.25	£556.25	Res	Recruitment(for Clifs)
	04/09/19	1874	£59.28	£9.88	£49.40	Cem	Management Fees

# Paid Expenditure Transactions

between 17/07/19 and 16/09/19

Start of year 01/04/19

Cheque	Paid date	Tn no Order	Gross	Vat	Net Cttee	Details	Heading
BACS060919	06/09/19	1863	£1,627.92	£271.32	£1,356.60	City Centre Recruitment	C Hale/N Bowring/V Woodgate W/C 12/08/19350/5
BACS 060919	06/09/19	1865	£30.00	£0.00	£30.00	Somerset Association of Local Councils	Code of Conduct Explained 351/2
BACS 060919	06/09/19	1866	£120.00	£0.00	£120.00	Somerset Association of Local Councils	Responding to Planning Applications 351/2
BACS 060919	06/09/19	1868	£19.56	£3.26	£16.30	Tudor Environmental	STIHL HP, 2 Stroke oil box of 10 one shot bottles 560/11
BACS 060919	06/09/19	1869	£4,749.81	£0.00	£4,749.81	SSDC	Ilminster Office Service Charge 18/19 361/1
BACS 060919	06/09/19	1870	£225.00	£0.00	£225.00	Ilminster Christmas Lights	Store room rent 374/2
BACS 060919	06/09/19	1871	£332.74	£55.46	£277.28	Glen Cleaning Co Ltd	Contract Cleaning 01.07.19-31.07.19 563/1
BACS 060919	06/09/19	1872	£54.55	£9.09	£45.46	Glen Cleaning Co Ltd	Contract Cleaning02.07.19- 01.07.19 563/1
010531	11/09/19	1867	£86.00	£11.00	£55.00	Somerset Environments Record Centre	Data Supply 595
<b>Total</b>			<b>£62,527.24</b>	<b>£6,008.81</b>	<b>£56,518.43</b>		

Signed Councillor 1: .....

Signed Councillor 2: .....

Date: .....





Strategic Plan Status Report (No8)				
Strategic Theme: The Ilminster Economy				
<b>Workplan Items</b>	<ul style="list-style-type: none"> <li>Weekly Market</li> <li>Closer collaboration with the Local Information Centre</li> <li>Public Transport - new and improved bus stops, coach parking / service station,</li> <li>Public Transport – enabling service provision</li> <li>Provision of bus shelters</li> </ul>			
<b>Non-Workplan</b>				
<b>Period from:</b>	20 January 2019	<b>Period to:</b>	16 September 2019	
Overall Status				
Previous Period (Red Amber Green):	Current Period (Red Amber Green):	Trend (Up/Down/Stable)		
Green	Green	Stable		
Progress since last report:				
<ul style="list-style-type: none"> <li>Donation offered towards bus shelter on Orchard Vale</li> <li>Planning, Highways &amp; Transport Committee agreed to take on maintenance responsibility for new bus shelter on Orchard Way and the land that will be required</li> </ul>				
Plans until next report:				
Liaise with SSDC regarding land for Orchard Vale Bus shelter				
Risks and Issues				
Ref	Issue / Risk Description	Mitigation Strategy/ Action Undertaken	Impact (H,M,L)	Probability (H,M,L)
1	The number of Market stallholders declines	<ul style="list-style-type: none"> <li>Advertise for more stall holders</li> </ul>	M	M

## Strategic Plan Status Report (No8)

### Strategic Theme: The Ilminster Environment

<b>Workplan Items</b>	<ul style="list-style-type: none"> <li>• Implementing the Open Spaces Masterplan (including Wharf Lane Rec &amp; Britten's Field)</li> <li>• Cemetery - researching future need, availability of suitable land, the feasibility of developing a new cemetery; acquiring suitable land and designing new facility</li> <li>• Protecting Herne Hill from the impact of nearby development - including obtaining designation as a local nature reserve and acquisition of additional land</li> <li>• Encourage use of Herne Hill by providing route signage and information boards</li> <li>• Development of a Neighbourhood Plan</li> <li>• Improvement of the visual impact of the approach roads to the town</li> </ul>		
<b>Non-Workplan</b>	<ul style="list-style-type: none"> <li>• Market House roof</li> </ul>		
<b>Period from:</b>	19 January 2019	<b>Period to:</b>	16 September 2019

#### Overall Status

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

#### Progress since last report:

- Local Nature Reserve information form sent to Natural England
- Quotations for "skatepark module" of Wharf Lane Rec masterplan - planting and wooden seat / activity / barrier obtained and approved
- Costs to implement Wharf Lane Rec Masterplan considered by Open Spaces Committee ready to be presented to November 2019 Town Council meeting
- Neighbourhood Plan Consultant appointed; overall plan themes identified; work commenced on policies; Call for Sites published

#### Plans until next report :

- Design Herne Hill Information Boards
- Draft quotation documents & obtain quotations for professional fees for Contract administrator for Wharf Lane Rec revamp

#### Risks and Issues

Ref	Issue / Risk Description	Mitigation Strategy/ Action Undertaken	Impact (H,M,L)	Probability (H,M,L)
1	Wharf Lane Rec Masterplan does not get sufficient funding	Sources fo funding to be investigated	M	M
2	Work on Neighbourhood Plan does not progress	Appointment of a volunteer secretary and stronger leadership from ITC Quotations sought for consultant	M	H

## Strategic Plan Status Report (No8)

### Strategic Theme: Community Engagement and Governance

<b>Workplan Items</b>	<ul style="list-style-type: none"> <li>• Town Council Accommodation</li> <li>• Protecting the burial / cemetery records whilst maintaining accessibility</li> <li>• Investigate the set-up of a Community Land Trust</li> </ul>
<b>Non-Workplan</b>	<ul style="list-style-type: none"> <li>• Councillor Recruitment</li> <li>• External audit</li> <li>• Cemetery record updates &amp; transfers</li> <li>• Adoption of telephone kiosk for defibrillator</li> <li>• New leases for Tony Rice Shed and Cricket Pavilion</li> <li>• Archie Gooch pavilion</li> <li>• Civic events</li> <li>• Remembrance Service</li> <li>• Competitions and Awards</li> <li>• Responding to external consultations</li> <li>• Toilet Cleaning Contract</li> <li>• Staff Recruitment</li> <li>• Former Gooch &amp; Housego building acquisition for community use</li> </ul>

<b>Period from:</b>	19 January 2019	<b>Period to:</b>	16 September 2019
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Overall Status		
Previous Period (Red Amber Green):	Current Period (Red Amber Green):	Trend (Up/Down/Stable)
Green	Green	Stable

#### Progress since last report:

<ul style="list-style-type: none"> <li>• Archie Gooch Car park surfaced</li> <li>• Tony Rice Bar – lease signed by all parties</li> <li>• Solicitor instructed re draft lease on Cricket Pavilion</li> <li>• May 2019 Council Elections</li> <li>• 1 Councillor Co-opted</li> <li>• Internal audit completed – opinion Substantial</li> <li>• Documents provided for External Audit</li> <li>• Scarecrow Competition held</li> <li>• Appointments made to Grounds Manager &amp; Assistant Grounds Manager positions</li> <li>• Admin Officer and Deputy Clerk Positions advertised</li> <li>• Survey obtained on former Gooch &amp; Housego premises and public consultation event hosted</li> <li>• Invitation issued to 2019 Remembrance Day Service</li> </ul>
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#### Plans until next report:

<ul style="list-style-type: none"> <li>• Preparation for Quality Award Submission</li> <li>• Recruitment of Admin Officer and Deputy Clerk</li> </ul>
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#### Risks and Issues

Ref	Issue / Risk Description	Mitigation Strategy/ Action Undertaken	Impact (H,M,L)	Probability (H,M,L)
1	Unable to appoint to Deputy Clerk Position	Review of Job Description/ person Specification	M	M



I'm Andrew Lawson; for those of you who don't recognise my name I'm current President of the Ilminster Lions, longstanding member of the Ilminster forum, and one of the founders and organisers of Party on the Park.

I write to you because each of you has influence or is involved in an event in and around Ilminster. I was recently at a meeting when a question was raised about whether the Lions would be using recyclable cups for mulled wine at this years Victorian Evening, as previously there had been a comment made about the amount of plastic waste there was after the previous years event.

This year the Lions will be using paper cups, and will be asking everyone to try and recycle their cups...

But, this is the first step, at the end of the day resources are still used to produce the paper cups, and the cups are still likely to go into landfill... so, there has to be a better solution.

I was directed to speak with the recently formed Green Ilminster group, where I spoke with Sarah Hunt. Sarah suggested that maybe an alternative was to utilise reusable tin/steel cups, and pointed me to a company who produce cups that can have a logo etched onto them. (<https://www.enviro-cup.co.uk/enviro-cup/>)

I'll get to the point; If we could all agree to contribute to an initial order of these cups, with a suitable "Ilminster" design, would we be willing to accept these cups as an alternative to using plastic cups at all of the towns events? Can we make Ilminster the first town to eliminate the plastic cup?

The dreamer in me sees a number of possibilities, wouldn't it be great if:

- We could get the clubs & pubs to agree to a small discount if punters turn up with their own cup, more to the point these venues could serve drinks in these cups without worrying about punters smashing them, steel cups have got to be better than plastic ones?
- We could offer small perks, like the Lions to offer a bit more mulled wine to those who turn up with a cup.
- We'd see less litter after events like Victorian Evening, Carnival, IMEX, Party on the Park because people would take their cups home.
- We should sell these cup at all of our events, at bars, even stalls at things like IMEX & Party on the Park... there should be no single outlet for them, they should be everywhere!
- We may even be able to make a small profit from the sale of the cups? In the long term perhaps we offer an exclusive design to commemorate a special event.

The cups come in 1 pint and 1/2 pint sizes, and have a selection of accessories that make them easier to carry.

## ENVIRO-CUP HOLDER RANGE



**Holder with Carabiner**



**Adjustable over the Shoulder or Around the Neck**



**Holder with Belt/Bag Attachment**

At the moment all of this is pie in the sky. I've approached the company for a price list, and await a response.

I'm happy to accept that projects like this may have been attempted in the past and as such recognise that this may not be everyone's cup of tea, that's fine, I won't hold it against you. I also appreciate that this isn't a fully formed idea, but everything starts somewhere. Perhaps this becomes a community project; but this is more likely to float if we get everyone to sign up. We would need to promote the idea, yes, between us we should have that covered, I think it's unfair for any single group to own the product, although that may need to be the case.

Let me know your thoughts, does your organisation buy into this notion?

My contact list is limited so please feel free to share this mail with any other community group that you feel may be interested in this idea (sports clubs, community group leaders, etc)

Many thanks,

Andrew Lawson