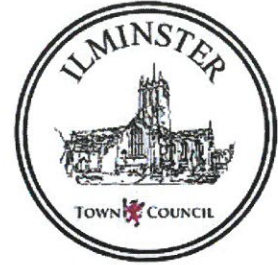


# ILMINSTER TOWN COUNCIL

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Town Clerk: **Joy Norris MILCM ACIS MSc**



10 October 2017

A meeting of the **Town Council** will take place on **Tuesday 17 October 2017** in the Council Chamber, Council Offices, North Street, Ilminster starting at **19:30 hrs**.

The public are welcome to attend this meeting. Members of the public are invited to ask questions or raise issues relevant to the work of the Council. The overall time available for this session is restricted to 15 minutes unless the Chair decides otherwise. Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously. It is helpful if potential contributors can make themselves known to the Meeting Administrator before the meeting so that the session can be programmed effectively. Public participation is not part of the formal meeting of the Council however a note will be made of matters raised and recorded at the start of the minutes of the meeting.

The Agenda for the meeting is given below. Please contact the Town Council Office if you would like a copy of any of the reports.

A handwritten signature in black ink, appearing to read 'Joy Norris', is written in a cursive style.

Joy Norris  
Town Clerk

## AGENDA

1. **Apologies for Absence**  
To receive apologies for absence from Councillors unable to attend the meeting.
2. **Declarations of Interest**  
To receive any declarations from Councillors and Officers of interests in respect of matters to be considered at this meeting, together with an appropriate statement regarding the nature of the interest.
3. **Minutes**
  - a) To confirm the minutes of the meeting held on 19 September 2017 as a correct record. (To Follow)
  - b) To consider the Office Action Plan relating to the Town Council Meetings. (To Follow)

- 4. Police Report**  
This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster (To Follow)
- 5. Mayor's Announcements/Engagements**
  - a) The Mayor will make announcements relevant to Town Council and Mayoral activities and engagements
  - b) The Mayor attended engagements between 12 September and 10 October 2017 as detailed on the engagement list. (To Follow)
- 6. Report from the County Councillor for the Ilminster Division**  
To receive a report from the County Councillor (To Follow)
- 7. Reports from District Councillors**  
To receive reports from District Councillors
- 8. Reports from Representatives on Outside Bodies**  
To receive reports from Representatives on Outside Bodies.
- 9. Recommendations from The Open Spaces Committee**  
The Chair of the Open Spaces Committee to provide an oral update on relevant matters and present recommendations made by the Committee meeting held on **26 September 2017**
- 10. Wharf Lane Recreation Ground Toilets – Progress Report**  
To consider the report from the Project Leader (To Follow)
- 11. Neighbourhood Plan Update**  
To consider a progress report form the Neighbourhood Plan Steering Group
- 12. The Shed – Lease**  
To approve the final version of The Shed Lease for signature (To Follow)
- 13. External Auditor's Report**  
To consider the report of the External Auditor (To Follow)
- 14. Flag Flying Days**  
To approve the list of days when flags will be flown outside the Town Council office (To Follow)
- 15. Authorisation of Payments and Notification of Virements**  
The Schedule of Payments for authorisation is attached for Council's approval. (To Follow)

**16. Clerk's Updates**

The following Clerk's Updates have been sent by email since the last Council agenda was published.

Number	Date	Topic
10/17	19.09.17	1. Zip Wire & Gate 2. Toilets 3. Newspaper Cuttings
11/17	10.10.17	1. Geoffrey Clifton Deceased 2. Tesco Bags of Help 3. Toilets

**17 Exclusion of Press and Public**

To consider taking agenda item 18 Apologies for Absence from Cllr Kinder and agenda item 19 Bequest to Ilminster Town Council without members of the public and press present, due to the confidential nature of the business to be transacted i.e. personal and business information.

**18. Apologies for Absence from Cllr Kinder**

To consider acceptance of the reasons for apologies for absence from Cllr Kinder

**19. Bequest to Ilminster Town Council**

To consider agreement to the terms of business for the solicitors dealing with a bequest to Ilminster Town Council (To Follow)

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**Reminders**

**Formal Meetings**

24 October 2017  
7 November 2017

Open Spaces Committee  
Planning Highways & Transport Committee