

Agenda No 20

Ilminster Town Council Project Plan (for Town Council meeting on 21 February 2017)

No	Priority	Date Raised	Subject	Action	Milestones	Review/Action Date	Sponsor
A – Cemetery							
1	13	20/10/09	Lower cemetery wall	<p>Long term plan to be developed for the maintenance of the lower wall</p> <p>Visual inspection of wall running north north west (adjacent to access lane of neighbouring property) and cost of repair work obtained 15.10.13. To be considered by the Open Spaces Committee on 5 November 2013</p> <p>Contractor has visited site and report will be made to April O.S Committee regarding costs and timetabling.</p> <p>Order has been issued for the work 02.05.14</p> <p>Contractor started work to boundary walls week commencing 05.05.14</p> <p>Contractor will be doing work gradually during 2014</p> <p>Confirmation is being sought as to whether the current contractor can complete the job within an agreed timescale</p> <p>Contractor started wall by cemetery Lodge w/c 08.09.15</p> <p>10.02.17 Town Clerk walked the internal perimeter walls with</p>	Open Spaces to be advised of relevant parts of covenant.	April 2017	Cllr R Drayton

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				<p>potential contractor – only minor works identified (minor repointing and also repair to step by Cemetery Lodge – estimated max 5 days work) Contractor will submit price</p>			
<p>B – Recreation Areas</p>							
2	10	7/6/11	Additional land for recreational space.	<p>Chair of Open Spaces looking to provide recreational master plan. Open Spaces review group met 30.05.13 03.09.13 Land adjacent to Britten’s Field not available from SCC. Open Spaces Review Group meeting 3rd and 4th September to interview potential Landscape Architects/designers and formulate recommendation to go to Council on 10.09.13. 15.10.13. Landscape designer has been appointed, will discuss initial thoughts with Open Spaces review Group on 15.10.13. Public Consultation booked for 7 November at Swanmead school to take place over late afternoon and early evening 08.01.14 Principles for masterplan agreed by Council.</p>	Discussion with SSDC to continue	December 2016	Cllr S Shepherd

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				<p>Nov 2015 Correspondence exchanged with Somerset County Council</p> <p>January 2016 informal meetings held with Donyatt Parish Council</p> <p>February 2016 informal meeting held with SCC Estate Manager</p> <p>Joint informal meeting to be held for all ITC & Donyatt Councillors early March</p> <p>23.02.16 Town Council meeting will consider registering an interest in SCC owned land</p> <p>Meeting arranged for Mayor, Town Clerk & SCC Estate Manager at end of July</p> <p>Possibility of s106 money for acquiring recreation land raised with SSDC leisure team</p> <p>Meeting with SCC reported to Council 17.01.17</p>			
3	8	7/5/11	Hammerhead land	<p>Acquire the Hammerhead land with the intention of converting it into a park area.</p> <p>Reviewed in Nov 2012 – Councillors requested item remains on action plan</p> <p>03.12.13 Town Clerk to write a formal letter to Mr Charles Clark to assist Councillor Shepherd.</p> <p>Town Clerk sent letter 20/01/14</p> <p>Discussed at Council 22 .07.14. and instructions given to the Town Clerk</p> <p>Town Council to be updated at meeting on 21 June 2016</p>			Cllr Keitch (as Mayor)

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				Increased offer made Letter received from agent advising no progress on land sale but would seek permission regarding work to access			
5	4	6/9/11	Canal Banks	To bring canal back to full working order. 23.08.13 Chair of Open Spaces and Town Clerk met with SSDC Open Spaces Officer to discuss the possibility of obtaining S106 monies towards enhancement of the south end of the Canal.		Review Oct 2015	Cllr R Swann (supported by Cllrs J Sothern & T Walker)
D - Office							
E- Personnel (Wardens and Office Staff)							
F- Highways/Pavements Paths							
8		08.04.14	Drain Infrastructure	Liaison with Somerset County Council and local residents. Meeting arranged With SCC Highways 17.10.14 Investigate the possibility of obtaining future S106 monies for drainage infrastructure Ditton Street still requires attention	(11.05.16) Station Road work has been undertaken and seems to be successful		Cllr A Shearman (supported by Cllr D Kinder)
F Planning							
9		Oct 2015	Neighbourhood Plan	Develop a Neighbourhood Plan for Ilminster Meeting arranged for 5 January 2016, Community Council invited to attend to talk about how they	Agreement of working group membership & remit		

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				<p>may be able to help with the process</p> <p>Meeting took place and agreed information to be researched for next meeting</p> <p>17.03.16 Martock Clerk facilitated a Councillor briefing</p> <p>Working Group Meeting 12 May to form report to take to June Council</p> <p>2 May meeting identified some steps to be taken and drafted resolutions for consideration by Council in July; further meeting planned for June</p> <p>Update given to July Council meeting</p> <p>Jan – Apr 2017 there will be mini workshops hosted by the Mayor and communications explaining what a neighbourhood plan is to gather whether or not there is support for an Ilminster Neighbourhood Plan</p>			