

Joy Norris

From: Joy Norris
Sent: 30 December 2014 09:47
To:
Subject: FOI request - Cllr Name

Dear

I have been advised by the Office of the Information Commissioner that I should issue a formal response to your email dated 9 July 2014 and following telephone discussion with the Case Officer I have interpreted your requests as being:

1. The name of the Town Councillor who was provided with the email correspondence regarding the Great Crested Newts
2. Information about discussions at Town Council meetings regarding submissions for the Local Plan Hearing
3. Council procedure for providing information to the Local Plan hearing.

The response to your requests are as follows:

1. The Town Councillor who was provided with the email correspondence regarding the Great Crested Newts by a member of the public was Cllr Taylor. The email addresses were removed from the information submitted to the Inspector as they were those of private individuals and no Councillors were involved.
2. Information about items considered at Town Council meetings regarding submissions for the Local Plan Hearing can be found in the documents associated with Council meetings – e.g. reports and minutes; these are available on our website, or at the Town Council offices during our usual opening hours of weekdays 10-12noon or at other times by appointment. In some cases information or updates may have been provided, for example in an action plan, but may not have been specifically discussed at a meeting so would not appear as a separate topic within the agenda or minutes.
3. Once the Town Council has agreed its stance on a subject (in this case the preferred direction of growth for Ilminster) it is common practice for the detailed follow-up action (in this case written submissions and representation at the Hearing) to be done without further reference back to the full Council. In order to keep Town Councillors up to date with such follow up action it can be recorded in the action plan or project lists which are regularly provided for Council meetings or sometimes, particularly if numerous documents are involved, a separate update is provided. On 4 June 2014 I emailed all Town Councillors a copy of the submission and appendices which had been sent to the Local Plan Inspector.

I hope that the responses provided above contain the information that you were seeking. This council does not have a complaints procedure regarding FOI so if you wish to make a further complaint you should contact The Information Commissioner, using their website <http://ico.org.uk/concerns> or their helpline 0303 123 1113 and quote the case reference FS50564781.

Yours sincerely

Joy Norris

Joy Norris
Town Clerk
Ilminster Town Council

Tel: 01460 52149

Ilminster Town Council, Council Offices, North Street, Ilminster, Somerset TA19 0DG



This communication is intended solely for the named recipients only. It may contain privileged and confidential information and if you are not the intended recipient, you must not copy, distribute or take any action in reliance on it. If you have received this email in error please notify the sender as soon as possible by return and delete the message.

Individuals are advised that by replying to, or sending an email message to Ilminster Town Council, you accept that you have no explicit or implicit expectation of privacy. The information contained in this email may also be subject to public disclosure under the Freedom of Information Act 2000. Unless the information is legally exempt from disclosure, the confidentiality of the information in this email and your reply cannot be guaranteed.