

25 March 2013

Dear [redacted]

Freedom of Information Request

I have received your Freedom of Information request dated 23 February 2013 which was worded as follows.

*" Relating to the months of September, October, November, December 2012 and January and up to date in February 2013, details of:
Any formal or informal meetings, contacts, letters and emails, and any discussions regarding any matter relating to the SSDC Local Plan and the Ilminster Strategic Vision, between Ilminster Town Council councillors and / or ITC officers, plus any with South Somerset Councillors officers, the spatial planning department, the council leader or the town's district councillors to include any such meeting / discussions involving councillor s who may have a dual town / district role."*

The information detailed below is provided in response to your request.

1. Meetings between Ilminster Town Council Officers and SSDC.

The only meeting that has taken place where the Local Plan may have been mentioned was the regular meeting of Town and Parish Clerks with the SSDC Chief Executive. This is referred to in the enclosed copy email "Clerk's Update 2/13" (Document 1)

2. Meetings between Ilminster Town Council Councillors and SSDC

The Town Council office has no record of any meetings in the time period specified between Town Councillors and SSDC.

3. Documents in Filing Systems

The following documents from the Town Council Offices filing systems, which were originated during the specified time period and mention the Local Plan are enclosed.

- Consultation, 24.01.13, with sports clubs who use the Ilminster Recreation Ground as part of the Open Spaces review (Documents 2 & 3)
- Residents meeting – Flooding 13.12.12. (Document 4)
- Message from South Somerset District Council regarding Council meeting 17.0.13 (Document 5)
- Minutes of Ilminster Town Council 16 October 2012 (Document 6)
- Minutes of Ilminster Town Council 4 December 2012 (Document 7)
- Email from Town Council Office to all councillors (Document 8)
- Email / letter from South Somerset District Council (Document 9)

As requested I enclose a paper copy of the Town Council's September 2006 newsletter.

It may also be of interest to you that the agendas and minutes of the Council and Committees are published on our website www.ilminster.gov.uk

If I can be of further assistance please contact me.

Yours sincerely

Joy Norris
Town Clerk