CHARD TOWN COUNCIL

THE GUILDHALL, FORE STREET,
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Mayor: Councillor Mrs. Jenny Kenton - Town Clerk: Sarah Robson MILCM

COUNCIL MINUTES

Minutes of the Town Council Meeting
of Chard Town Council
Held in the Town Hall, Guildhall, Chard
On Monday 16th June 2014 at 7.30 pm

PRESENT: Councillors:

Mrs. J Kenton (Chairman)	A Kenton
G Shortland (Deputy Chair)	Mrs. C Morrison
D Bulmer	Mrs. T O'Brien
M Dowell	A Prior
G. Forsyth	Mrs. S Wyatt

IN ATTENDANCE:
Sarah Robson – Town Clerk
There were 11 members of the public present and 1 member of the press present.

Public Participation Time

Police Inspector Tim Coombe gave a brief presentation about the changes that are due to take place as a result of having to make cost savings. He spoke about a new operating structure that will be introduced in South Somerset.

One member of the public addressed Members about his objection to the proposed coat of arms that was on the agenda. The second point was a question about when a progress report would be made about the Chard Regeneration Plan.

A representative from Streetspace addressed Members about the proposed Community Event in Lower Henson Park.

61. Apologies for absence and to consider whether to approve reasons given.
LGA 1972 s85 (1).

Councillor Ms. Pittwood– Illness
Councillors Dorse and Mrs. Halse – family commitment
Councillors Wale and Mrs. Dowell - holiday

RESOLVED - to accept the apologies and approve the reason given.

62. Mayors Announcements.

Members were reminded about the Summer Festival being organised by the Town Team. There will be many activities taking place including a Firewalk, the proceeds of which will be going to the Mayor's Charity. A reminder was also given about the commemoration service in St Mary's Church on Sunday 3rd August at 10.00am. The Mayor also advised about an event to have an Urban Slide in Chard High Street, local groups will be asked for assistance, further information to follow.

63. Declarations of Interest. Members to declare any interests they may have in agenda items that accord with the requirements of the Local Authorities (Model Code of Conduct) Order 2007 SI No.1159. (NB this does not preclude any later declarations).

Councillor Mrs. O'Brien declared a Personal Interest in Agenda Item # 70 as there is a cheque made payable to her employer and Items #75 & 76 being a member of the Chard Area Youth Committee.
Councillor Prior declared a Personal Interest in Agenda Item #72 being a 'Friend' of Chard Museum.

64. To resolve to exclude members of the press and public - To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted Public Bodies [Admission to Meetings] Act 1960

Proposed: Councillor Mrs. Morrison Seconded: Councillor Mrs. Wyatt
Unanimous

RESOLVED – that agenda items #79 'Commercial in Confidence' and #80 'Staff in Confidence' are to be treated as confidential and be dealt with after the Public (including the Press) have been excluded.

65. Council Meeting - Minutes - To confirm and sign the minutes of the Town Council Meeting held on Monday 19th May 2014.
LGA 1972, Sch 12 para41 (1).

RESOLVED – that the minutes of the Town Council Meeting held on Monday 19th May 2014 be signed as a correct record.

66. Committees - To receive and note the minutes of the following meetings and approve any recommendations;

Planning and Highways	14th April 2014
Planning and Highways	12th May 2014
Finance and Personnel	12th May 2014
Guildhall and Amenities	2nd June 2014

RESOLVED – to receive and note the minutes

At the Chairman's Request Agenda Item # 75 was brought forward

75. To consider request from Streetspace to hold a Community Day at Lower Henson Park on Saturday 13th September 2014.

Proposed: Councillor Mrs. Morrison Seconded: Councillor Bulmer
Unanimous

RESOLVED – to approve use of Lower Henson Park for the Community Day on Saturday 13th September and in the event of it not going ahead due to poor weather that a back up date of 27th September be approved.

67. Action Review Summary – to receive and review Outstanding Actions Summary

A verbal update with given on;
Financial Regulations
Erection of a Bus Shelter in Avishayes Road

RESOLVED – to receive and note the report.

68. Town Clerk's Report – to receive and note update from Town Clerk

The Town Clerk updated Members on three items;

- Community Payback Scheme
- Minnows Pond
- Withdrawal of Co-op fax BACS Service for salaries

RESOLVED – to receive and note the report.

69. Finance - Town Council Year 2014/15 Year to Date Budget - to review the budget information for the year to date (Account & Audit Regulations 2011)

RESOLVED – to note the 'year to date' expenditure.

70. Finance - Accounts for Payment - to review and note items of expenditure (LGA 1972 s150 (5)). – Cheque signatories to be Councillors Mrs. Halse and Mrs. Kenton

Proposed: Councillor Prior Seconded: Councillor Mrs. Morrison
Unanimous

RESOLVED – to approve the accounts for payment.

71. Finance – Adoption of Accounts for the Year ended 31st March 2014 and the signing of the Annual Return. (Accounts & Audit Regulations 2011)

The Members were reminded that the Annual Governance Statement confirms the Council's responsibility to ensure a sound system of internal control and to satisfy itself there are adequate processes and control measures in place.

Proposed: Councillor Prior Seconded: Councillor Mrs. O'Brien
Unanimous

RESOLVED – that the Mayor & Town Clerk / Responsible Finance Officer be authorised to sign the Accounting Statement and the Annual Governance Statement for 2013/2014 on the Annual Return on behalf of the Council and that the Council's Financial Statement be approved and adopted.

72. To consider gifting to Chard & District Museum items that have been on long term loan.

Members were reminded that over a long number of years many items have been loaned to the Museum. The request has come due to a review of the Museum's insurance provision.

Proposed: Councillor Mrs. Morrison Seconded: Councillor Bulmer
For: 4 Against: 3 Abstention: 3

RESOLVED – to gift all of the specified items to Chard Museum for them to be insured on its cover.

73. To consider whether to support and offer finance towards the introduction of a Chard Coat of Arms.

Members felt there was not a clear benefit of having a coat of arms and it was doubtful there would be any advantage. The Chard Crest is well known and identifiable and therefore anything over and above this might be seen as unnecessary and frivolous. There was no motion proposed.

74. Notice of Motion received on 28th May 2014 from Councillor Bulmer 'that this Council endorses the resolution of the Planning & Highways Committee to oppose the proposed Traffic Regulation Order (TRO) that would change the traffic priorities at the Convent Link (A358/A30) Junction and to approve a budget to meet any costs of examining, consulting and promoting information of the proposed TRO'.

8.30pm Councillor Forsyth left the meeting

8.33pm Councillor Forsyth returned to the meeting

Concern was expressed by Members about the pressure on residential areas with many HGVs being diverted around town under the proposed scheme. This would have a detrimental impact on not only residential areas but also the town centre as anything that inhibits access and a free flow of movement would have a negative effect. Tourism will be a major part in the town's growth in future, in addition supply chains to local business would be affected and there would be a social as well as retail impact on this community.

Councillor Prior proposed an amendment to the recommendation from the Planning & Highways committee to include the setting up of a Sub Committee.

Proposed: Councillor Bulmer Seconded: Councillor Prior
Unanimous

RESOLVED – to approve the recommendation of the Planning & Highways Committee that this Council oppose the proposed Traffic Regulation Order (TRO) that would change the traffic priorities at the Convent Link (A358/A30) Junction and to approve a budget to meet any costs of examining, consulting and promoting information of the proposed TRO and that a sub-committee is appointed to investigate the current use of the A358/A30 Junction traffic lights and also of the Church Street/Holyrood Street junction and potential changes proposed. In addition that the sub-committee considers a plan of action to ensure the continued viability of traffic circulation in Chard.

Members of the Sub-Committee were agreed as being Councillors Prior, Bulmer, Mrs. Morrison, Mrs O'Brien, Shortland and any of the Members not present would also be able to join. The Terms of Reference to be approved by the Planning & Highways Committee when they next meet in July. It was agreed that a meeting of the sub-committee take place on Tuesday 15th July at 7.30pm to set and discuss terms of reference.

76. To consider request from Active Skills & Learning to use Jocelyn and Henson Parks for SSDC Playdays on Friday 25th July, 1st & 8th August 2014 between 1-3pm.

Proposed: Councillor Mrs. Morrison Seconded: Councillor Mrs. O'Brien
Unanimous

RESOLVED – to approve the request from Active Skills & Learning to use Jocelyn and Henson Parks for SSDC Playdays on Friday 25th July, 1st & 8th August 2014 between 1-3pm.

77. Town Clerk's Delegated Powers. The Town Clerk will give Council details of any matters dealt with under her delegated powers since the last meeting of Council.
LGA 1972 s101

Nothing to report

78. Reports from Representatives of Outside Bodies.

Please notify the Town Clerk in advance of the meeting if you will be making a report.

Nothing to report

8.55pm All members of the press and public left the meeting

79. In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item #64 above refers) - Commercial in Confidence

Jocelyn Park Lease – Yarlington

Members were advised that progress has been made and the lease would soon be ready for signature. Councillors Mrs. Kenton and Mrs. Morrison were authorised by Council to sign the lease once it is ready.

Jocelyn Park Lease – Football Clubs

Members were updated about the position of the S106 funding. The Heads of Terms have been agreed in principle and the Council's solicitor has been instructed to draw up the lease.

Zembard Lane Lease – Holyrood Academy/1610

Members were advised that progress has been made and the lease would soon be ready for signature. Councillors Mrs. Kenton and Mrs. Morrison were authorised by Council to sign the lease once it is ready.

RESOLVED – to receive the report and note its contents and authorise those nominated as signatories to the lease.

Crib Close – Claim for adverse possession

RESOLVED: Council approved a recommendation not to object to the claim for adverse possession and to allow the transfer to take place. Delegated Authority was given to Councillors Mrs. Kenton and Mrs. Morrison to sign the Land Registry Form that consents to the registration taking place.

Proposed: Councillor Prior Seconded: Councillor Mrs. O'Brien
For: 9 Abstention: 1

80. In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item #64 above refers) - Staff in Confidence

Policy in Staff Handbook

The Scheme of Delegation will be amended to reflect Members' agreement to the changes in relation to probationary periods and the authority given to the Personnel Sub Committee.

Councillors Mrs. O'Brien and Mrs. Wyatt were appointed as Reserve Members to the Sub Committee with full voting rights.

Proposed: Councillor Prior Seconded: Councillor Shortland
For: 8 Against: 2

RESOLVED – to receive the verbal report, note the contents and accept the recommendation.

There being no further business the meeting closed at 9.20pm