Chard Town Council

The Guildhall, Fore Street, Chard, Somerset TA20 1PP
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Mayor Cllr. Garry Shortland Town Clerk Zoe Truong

COUNCIL MINUTES

Minutes of a meeting of the Full Town Council held on Monday 20th August 2018 in the Town Hall, Chard

Present: Cllr. Shortland (Chairman); Cllrs Bulmer, Carnell, Baker, Orchard, Mrs. Morrison, Mrs. Kenton, Kenton, Mrs. Broom, Warwick, Mrs. Glynn, Mrs. Dowell and Mrs. Wyatt

In Attendance: Tracy Lamb (Deputy Town Clerk/RFO)

There were No. #3 members of the public and No. #1 members of the press present.

The meeting started at 7.30 pm

Chaplain's 'Thought for the Day'

Public Participation Time

A member of the public spoke about cyber crime and on-line fraud being an issue for everyone. The member of the public aims to work alongside the police to make people more aware.

Reports from County and District Councillors

Cllr Mrs Broom spoke about the following:

A move towards unitary has been made by SCC leader Cllr Fothergill.

Chard Hospital - whilst there has been a recruitment of some nurses, it is not enough yet to enable the wards to reopen. There is likely to be a public meeting in September to discuss the review of NHS Community Hospitals

The 2 SiS submitted have progressed to the next stage, there is no news yet on any further SiS being opened. Pedestrian safety at Glynswood & Furnham Rd are now in the designing stage. Glynswood is in the first tranche

Chard Swimming Pool - the core group have now submitted an application to be a Charitable Incorporated Organisation. They have submitted a Letter of Intent to SCC and submitted a summary of a business plan. SCC have extended the deadline to 14th September before the pool is drained. So far there are over 130 volunteers signed up with donations of £670 on Just Giving & £870 in cheques.

2018-19/55.
Apologies for absence and to consider whether to approve reasons given (If you cannot attend please telephone or email your apologies to the Town Clerk). LGA 1972 s85 (1).

Cllr O'Brien - Holiday
Cllr Mrs Orchard - Work commitments

Agreed unanimously

Resolved: That the apologies and the reasons given should be accepted.

2018-19/56.
Mayor's Announcements.

August has been a quiet time. The Mayor referred to his motion on the swimming pool due to be discussed later in the meeting and his desire to get involved in support for the pool.

2018-19/57.
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	Personal	Prejudicial	Agenda Nos.	Reason
Mrs Broom	√	√	#2018-19/73	Member of Kingfisher Community Pool
Bulmer	√	√	#2018-19/60	Member of Defib group
Mrs Morrison	√		#2018-19/60	Member of Defib group
Orchard	√	√	#2018-19/60	Member of Defib group
Shortland	√		#2018-19/60	Member of Defib group

2018-19/58.
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: Cllr Bulmer Seconded: Cllr Mrs Morrison
Agreed Unanimously

RESOLVED - That owing to the confidential nature of the item the public, including the press, should be excluded from the meeting when Agenda Item 2018-19/76 (Commercial in Confidence and Staff in Confidence) are discussed.

2018-19/59.
Council Meeting – minutes - To confirm and sign the minutes of the Full Town Council meeting held on Monday 18th June 2018 LGA 1972, Sch 12 para41 (1)

RESOLVED – that the minutes of the Town Council Meeting held on Monday 18th June 2018 be signed as a correct record

The Chairman signed the minutes.

2018-19/60.
Committees - To receive and note the minutes of the following meetings and approve any recommendations if required:

Planning & Highways 18th June
Planning & Highways 16th July

Cllrs Bulmer and Orchard left the meeting

Finance & Personnel 16th July including:

To approve the recommendation that the £1,800 agreed for a defibrillator, be donated to the group rather than a defibrillator being purchased by the Town Council. This would also enable the £1,000 applied for as a grant to be used by another applicant

Proposed: Cllr Kenton Seconded: Cllr Mrs Glynn
Agreed Unanimously

RESOLVED – To receive and note the minutes and approve the recommendations made.

Cllrs Bulmer and Orchard returned to the meeting

2018-19/61
Action Review Summary – to receive and note the Action Review summary

RESOLVED – The report was noted

2018-19/62.
Finance - **Town Council Year 2018/19 Year to Date Budget** to review the income and expenditure / balance sheet for the year to date (Account & Audit Regulations 2011)

RESOLVED – to note the year to date expenditure and balance sheet

2018-19/63.
To receive and note an update on arrangements for the review of the Council's and/or employees' subscriptions to other bodies. (Standing Order # 5 j[xv])

Proposed: Cllr Mrs Morrison Seconded: Cllr Mrs. Broom
Agreed: 12 Abstained: 1

RESOLVED – To note that SALC is affiliated to NALC, that fees paid to SALC include membership of NALC. To note membership of NALC.

2018-19/64.
Finance - **Accounts for Payment** - to review and note items of expenditure (LGA 1972 s150 (5))– cheque signatories to be Cllr. Kenton and Cllr. Mrs Wyatt

Proposed: Cllr Mrs. Kenton Seconded: Cllr Mrs Dowell
Agreed Unanimously

RESOLVED – To approve the accounts for payment

2018-19/65.
Finance – Direct Debit, BACS and Manual Payments - to review schedule of payments

RESOLVED – The report was reviewed and noted

2018-19/66.
Finance – Budget Virements - to review and note budget virements that accord with the requirements of the Council's Financial Regulation # 4.2 and seek approval for transfers in excess of £1000.00

Proposed: Cllr Bulmer Seconded: Cllr Mrs. Dowell
Agreed Unanimously

RESOLVED – To note the report and approve the transfers in excess of £1,000

2018-19/67.
Town Clerk's Report – to receive and note the update from Town Clerk

The Proper Officer gave a verbal report on recent issues with unauthorised ramps being installed by members of the public and possible damage caused.

Proposed: Cllr Shortland Seconded: Cllr Mrs. Morrison
Agreed Unanimously

RESOLVED – To note the report and request that officers arrange for Gravity to undertake a survey of the skate park in order to provide a condition report and to arrange for any repairs to take place.

2018-19/68.
Town Clerk's Delegated Powers. The Town Clerk will give Council details of any matters dealt with under delegated powers since the last meeting of Council.
(LGA 1972 s101)

None

2018-19/69.
To agree the appointment of Cllr Mrs Orchard to the Finance & Personnel Committee (Standing Order # 5 j[vii]) To consider appointments of Members to Committees, with appointed deputies. LGA 1972 s101

Proposed: Cllr Bulmer Seconded: Cllr Mrs Morrison
Agreed Unanimously

RESOLVED - To agree the appointment of Cllr Mrs. Orchard to the Finance & Personnel Committee

2018-19/70.
Policy (**GDPR**)– to receive and adopt the Data Protection Policy, Data Breach Procedure policy and Subject Access procedures

Proposed: Cllr Mrs Morrison Seconded: Cllr Mrs Wyatt
Agreed Unanimously

RESOLVED – to defer this item to allow time for input from Cllr Carnell, who's suggestions are to be referred back to the external policy provider for comment. To report back to Full Town Council

2018-19/71.
Reports from Representatives of Outside Bodies. Please notify the Town Clerk in advance of the meeting if you will be making a report.

1. Market Towns Investment Group, a verbal report was received
2. Chard Area Youth Committee, a written report was circulated

Noted

2018-18/72.
Finance – to consider the recommendations for memorial safety testing in Chard Cemetery

Proposed: Cllr Mrs Morrison Seconded: Cllr Shortland
Agreed: 10 Abstained: 3

RESOLVED – To request clarification on how memorials will be made safe and to include the closed churchyard at St Marys church in the testing process.

Cllr Mrs. Broom left the meeting

2018-19/73.
Notice of Motion from Cllr Shortland (received 10th August 2018)
"That this council makes available to the newly formed group taking over the running of the Cresta pool £10,000 and offers any support this will enable match funding to be sought from other sources. This is a valuable resource for the residents of Chard and should be supported"

Proposed: Cllr Mrs Dowell Seconded: Cllr Shortland
Agreed Unanimously

RESOLVED – That Chard Town Council sets aside £20,000 to be awarded to the new group towards keeping the Cresta Pool operational, to be paid on application to be approved by a sub committee comprised of Cllrs Mrs Dowell, Mrs Glynn, Mrs Wyatt and Shortland, subject to the Deputy Town Clerk/RFO seeking advice on the correct accounting procedures.

Cllr Mrs Broom returned to the meeting.

2018-19/74.
Notice of Motion from Councillor Jason Baker (received 10th August 2018) 'that this Council agrees to pay half of the cost of replacing the boards opposite Lloyds Pharmacy (report attached)

Proposed: Cllr Baker Seconded: Cllr Shortland
Agreed Unanimously

RESOLVED – To pay half of the cost of replacing the boards opposite Lloyds Pharmacy, including fitting, at a cost of £614.00 to be taken from general reserves.

2018-19/75.

Notice of Motion from Councillor Jason Baker (received 10th August 2018) 'that this Council agrees to purchase and install 3 recycling bins in Fore Street to be placed along the guildhall side of Fore Street'.

Proposed: Cllr Baker Seconded: Cllr Shortland
Agreed Unanimously

RESOLVED – that this Council agrees to purchase and install 3 recycling bins in Fore Street to be placed along the Guildhall side of Fore Street, to be taken from the street furniture budget 4040/304.

2018-19/76. 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 #2018-19/58 above refers)

1) Commercial in Confidence

   a) Bar Franchise at The Guildhall: Council noted that the bar would continue to be run by Cllr Baker until the Guildhall Manager reports to Council with recommendations.
   b) Bus Shelter: Withdrawn as no update had been received.

2) Staff in Confidence

   a) Personnel Update – to receive a verbal update on current staffing matters
   b) Staff update – to receive a verbal report

There being no further business the meeting closed at 9:21 pm.