Chard Town Council

The Guildhall, Fore Street, Chard, Somerset TA20 1PP

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Mayor Cllr. Jason Baker **Interim Town Clerk Nick Randle**

COUNCIL MINUTES

Minutes of a meeting of the Full Town Council held on Monday 19th August 2019 in the Town Hall, Chard

Present: Cllrs Baker (Chairman), Mrs. Morrison, Mrs. Kenton, Kenton, Carnell, Bulmer, Mrs. Orchard, Williams, Mrs. Wootton, Mrs. Young, Gilbert

In Attendance: Nick Randle – Interim Town Clerk, Francesca Thompson – Administrative Officer (Finance), Shirley Pitman – Outdoor Services Manager, Matt Hawker – Guildhall Manager, Liz Johnson-Idan – Community Liaison Officer

There were No. #9 members of the public and No. #0 members of the press present.

The meeting started at 7.30 pm

7:30pm Chaplain's 'Thought of for the Day'

Public Participation Time

A member of the public spoke with regards to cuts being made at Devon & Somerset Fire & Rescue Service and encouraged Chard Town Council to oppose these cuts and to support Chard Fire Station.

A member of the public and Fire Brigade Union echoed these sentiments and made Council aware that a petition to oppose these cuts has gained 600 signatures and would be left at the Guildhall reception along with some information for the public to view and sign.

A representative of Chard Museum made the Council aware of discussions between the museum and South Somerset District Council regarding the lease renewal of museum site which ends in 2021, and will provide updates going forward.

All members of the public left the meeting.

Reports from County and District Councillors

County Cllr Gemma Verdon's June report will be made available to councillors that wish to view it.

Cllr Bulmer has been busy with the Forton Road housing development, as residents have been experiencing issues with HGVs accessing the site, heavy traffic and dust blowing

into resident's properties. Access to the site from Forton Road is unsuitable and use from the A358 would be preferable.

Cllr Bulmer has also attended a fallen branch in Jocelyn Ward.

Cllr Baker advised that the Chard Regeneration planning application will be heard at a special meeting of Area West on Tuesday 3rd September in the Auditorium of the Guildhall.

2019/147.
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).

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

Cllr Mrs Whittaker-Mather - Illness
Cllr Shortland - Family commitment
Cllr Mrs Bates - Holiday
Cllr Mrs O'Brien - Illness

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

2019/148.
Mayor's Announcements.

A Chard football teams meeting took place on the 30th of July, and a pitch improvement plan will be actioned by the FA.

The Mayor's charity fun run will be taking place on Sunday the 8th of September from the Lace Mill at 10am.

The Chard Summer Festival takes place on the 31st of August and the 1st of September, all are invited to attend.

2019/149. 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
Bulmer		√	#2019/164	Employee of one provider
Carnell		√	#2019/172	Employee of Fire Service
Mrs Kenton	√		#2019/168	Member of group being discussed
Baker	√		#2019/168	Wife employee of Clare House/member of Chard Town Team/Carnival Committee

Mrs Young	√		#2019/168	Member of Chard Town Team
Carnell	√		#2019/168	Member of Chard Watch CIC

2019/150.
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. Carnell Seconded: Cllr. Mrs Orchard
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 2019/175 is discussed.

2019/119.
Council Meeting – minutes - To confirm and sign the minutes of the Full Town Council meeting of the Town Council held on 15th July 2019 and the minutes of the Extra Ordinary Full Town Council meeting held on 9th August LGA 1972, Sch 12 para41 (1)

RESOLVED – that the minutes of the Full Town Council meeting of the Town Council held on 15th July 2019 and the minutes of the Extra Ordinary Full Town Council meeting held on 9th August be adopted subject to correction of Cllr Bulmer not being present at the Full Town Council meeting on the 15th of July.

The Chairman signed the minutes.

2019/120.
Council Meeting – minutes - To receive and note the minutes of the following meetings and approve any recommendations made: LGA 1972, Sch 12 para 41(1).

Planning and Highways 15th July 2019

Proposed: Cllr. Mrs Morrison Seconded: Cllr. Mrs Wootton
For: 5 Abstentions: 6

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

2019/153.
Finance - Town Council Year 2019/20 Year to Date Budget to review the income and expenditure / balance sheet for the year to date (Account & Audit Regulations 2011)

RESOLVED – to defer this item to the next meeting

2019/154.
Finance – Budget Virements - to review and note items 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 (report to follow)

RESOLVED – To defer this item to the next meeting

2019/155.
Finance – Direct Debit, BACS and Manual Payments - to review schedule of payments (report attached)

RESOLVED – The report was reviewed and noted.

2019/156.
Finance - Accounts for Payment - to review and note items of expenditure (LGA 1972 s150 (5)) (report to follow) – cheque signatories to be agreed

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

RESOLVED- To approve the accounts for payment with cheque signatories to be Cllr Kenton and Cllr Bulmer

2019/157.
Reserves and Sinking Funds – to receive and note the report (report attached)

Resolved – Keep General Earmark Reserves at 4 months £287,534 by taking committed expenditure of £32,411 and £231 from the Guildhall Screen Fund and use the Guildhall sinking fund for Guildhall expenditure.

2019/158.
Town Clerk's Report – To receive and note the update from the Town Clerk

The Clerk provided an update on the allotments renewal that is upcoming in 2020, it was discussed that the Allotment Committee meetings should be reinstated, with Cllr Baker attending. An officer is to arrange the meetings.

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

2019/159.
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)

Nothing to report.

2019/160.
Guildhall Manager's Report - To receive and note the report

Resolved – to receive and note the report

2019/161.
Community Liaison Officers report – To receive and note the report

Resolved – to receive and note the report

2019/162.
Outdoor Services Manager's Report – To receive and note the report

The Outdoor Services Manager gave an update on the completion of works to Watts Store, the order of public recycling bins and the removal of a fallen branch in Jocelyn Park. A request was made by Cllr Baker that the winter gritting policy be reviewed shortly.

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

RESOLVED- To note the report and form a group consisting of ~~Cllrs Mrs Kenton,~~ Mrs Wootton, Baker and Officers Shirley Pitman and Tracy Lamb to purchase a new truck for the Outdoor Services team.

2019/163.
To review the resolution (below) and re-appoint members to the steering group and working party
Feb 2018 G&A 2018/55:
a) project steering group with representatives from Chard Town Council and SSDC to develop proposals for improvements to Henson Park Play Area and to appoint Cllrs. Baker, Orchard, Shortland,
Mrs Morrison and the Outdoor Services Manager as the Chard Town Council representatives
b) in principle to take on the management of Plot 5 – Jarman Way Play Area and Public Open Space, subject to suitable terms and arrangements being agreed between Chard Town Council and SSDC and inform the SSDC Community Health & Leisure Manager of the outcome of these considerations.
c) Chard Town Council and SSDC officers developing a working party consisting of Cllrs. Baker, Orchard, Bulmer, Shortland, Mrs Morrison, Mrs Kenton and Mrs Dowell to oversee the ongoing development of play areas in Chard as a whole

Proposed: Cllr. Baker Seconded: Cllr. Carnell
Agreed Unanimously

RESOLVED- to agree to appoint Cllrs. Baker, Shortland, Bates and Morrison for the Henson Park Play Area steering group and Cllrs. Carnell, Mrs Kenton, Orchard and Baker for the Plot 5 – Jarman Way Play Area and Open Space steering group.

Cllr. Bulmer left the meeting

2019/164.
Amenities – Horticultural Contract – to consider the quotations received for the supply of summer and winter planting, plants for the fixed planters and hanging baskets and other horticultural requirements

Proposed: Cllr. Mrs Kenton Seconded: Cllr. Mrs Orchard
For: 10 Abstention: 1

RESOLVED- to agree to the quotation from Contractor 1 to supply bedding and hanging baskets from the Environmental Specification with the Contract effective for three years from August 2019.

Cllr. Bulmer returned to the meeting

2019/165. Guildhall - Lift – to receive and approve the recommendation for lift testing at a cost of £995 to come from Maintenance/Service Contracts budget 4038/201

RESOLVED- Deferred to next meeting.

2019/166.
Finance - To receive and approve the recommendation to proceed with an Application for National Lottery Fund, Awards for All funding

Proposed: Cllr. Mrs Morrison Seconded: Cllr. Mrs Wootton
For: 10 Abstention: 1

RESOLVED- to approve the recommendation.

2019/167.
Finance - to agree to fund the use of the Auditorium for one day to host a multi-agency event aimed at road safety for older drivers

RESOLVED- Deferred to next meeting.

2019/168.
Finance – Community Development Fund grants and Annual grants to receive and consider the recommendations from the Task and Finish Group regarding the Funds for 2019-2020
Cllrs Baker, Mrs Kenton, Young and Carnell declared a personal interest as members of the groups.

Proposed: Cllr. Mrs Morrison Seconded: Cllr. Williams
For: 8 Abstentions: 3

RESOLVED- to accept the applications subject to any outstanding criteria.

2019/169. Strategic Plan – To receive a report on the outcomes of the Strategic Planning Workshop and take decisions on next steps.

Proposed: Cllr. Kenton — Seconded: Cllr. Mrs Wootton
Agreed Unanimously

RESOLVED- to appoint LGRC to continue to support the Council in developing its strategic plan. LGRC to provide a schedule and an estimate of costs. The next workshop to take place on Wednesday 28th August 7pm to 9pm.

2019/170. To consider options for new governance arrangements aimed at developing and delivering the Town Council Strategy

Proposed: Cllr. Carnell — Seconded: Cllr. Wootton
Agreed Unanimously

RESOLVED- that the current format remains until the strategic document is completed and that a calendar of meetings with workshop dates is resubmitted and agreed at the next meeting.

2019/171 To consider proposals in connection with the 2019 Remembrance Sunday Ceremonies. (report attached)

Proposed: Cllr. Baker — Seconded: Cllr. Mrs Wootton
Agreed Unanimously

RESOLVED- to accept proposals in connection with the 2019 Remembrance Sunday Ceremonies. Officers to arrange road closure and to add to policy for future years.

Motions from Councillors where specific expenditure has been identified

2019/172. Notice of Motion from Councillor Mrs Morrison (received 7th August 2019) '"That Chard Town Council send a letter to Devon and Somerset Fire Service stating that we are against the recommendation to stand down a pump by day, This will have a detrimental effect on Chard and surrounding areas. "

RESOLVED- Deferred to next meeting.

Motions from Councillors where specific expenditure has been identified

2019/173. Notice of Motion from Councillor Ms Whittaker- Mather (received 21 July 2019)

Street Furniture

That Officers are directed to facilitate the removal of two benches (not at the same time) to enable a group of Cllrs to work together at agreed dates and times within a defined period (that work around officers and workers time), to paint the two benches selected.

Once completed, and agreed of a satisfactory standard, to then hand them back over to officers to facilitate their return.

That the council to consider if benches remain in a traditional paint colour or an alternative colour used. (Brighten up the high street)

RESOLVED- Deferred to next meeting.

2019/174. Notice of Motion from Councillor Mrs Kenton (received 31st July 2019) 'That this Council considers the purchase of Chard's 4 town centre telephone boxes from BT for the price of £4 in order to preserve the historic nature of our town centre' (report attached)

RESOLVED- Deferred to next meeting.

2019/175. 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 #2019/150 above refers)

A. To receive a verbal report on civic matters
RESOLVED- Deferred to next meeting.

B. To receive the recommendation from the interview panel and approve the Town Clerk recruitment. (verbal report from the Mayor)

Proposed: Cllr Baker Seconded: Cllr Mrs Morrison
For: 10 Abstention: 1

Resolved- to approve the Town Clerk recruitment and for the panel to agree the contract.

C. To receive a further report on staffing matters following the Extraordinary Town Council meeting held on Friday 9th August

There being no further business the meeting closed at 9.46pm.