Chard Town Council

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

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Mayor Cllr. Jason Baker Town Clerk Andrew Gunn

COUNCIL MINUTES

Minutes of a meeting of the Full Town Council held on Monday 20th January 2020 in the Auditorium, Chard

Present: Baker (Chair), Bulmer, Mrs. Morrison, Mrs. Wootton, Mrs. Whittaker-Mather, Williams, Mrs. O'Brien, Mrs. Bates, Shortland, Mrs. Kenton and Kenton.

In Attendance: Andrew Gunn – Town Clerk, Tracy Lamb – Deputy Town Clerk/RFO, Matt Hawker – Guildhall Manager, Liz Johnson-Idan – Community Liaison Officer.

There was No. #0 member of the public and No. #0 members of the press present.

The meeting started at 7.30 pm

7.30pm Chaplain's 'Thought for the Day'

Public Participation Time
This section (at the Chairman's discretion may last up to 15 minutes) is not part of the formal meeting of the Council.

None.

Reports from County and District Councillors
County Cllr Mrs Broom spoke about Improving Lives grants, public concern about the rollout of 5G technology (a report will be going to March Scrutiny Committee), and the former CRESTA leisure centre is proposed to be used for the provision of additional school places.

Cllr Bulmer asked, Cllr Broom if the leader of the County Council has the support of all the MPs regarding the County councils plans to create a unitary authority for Somerset. Cllr Broom replied stating that she will try to find out this information.

Cllr Mrs O'Brien referred to the ongoing maintenance issue at Beeching Close. The Clerk would forward the contact details for Wessex Water.

Cllr Baker referred to a recent Market towns Investment Group meeting. Money is still available. Also referred to the Future of Local Government report and that demolition is well underway on the new leisure centre site.

Police Report
The Supervisor referred to press releases warning residents about scams and to report any to the police. No recent burglaries in town. Also referred to the lack of lighting at the back of Poundstretcher and graffiti at the ex Lidl store.

Cllr Baker asked why the Public Space Protection Order was not being pursued as issues with drinking in the town arises in the summer.

Cllr O'Brien advised that the lights at Poundstretcher would be restored on Wednesday (22nd Jan).

Cllr Morrison advised that the police need evidence to support any protection orders in town. Any issues/evidence should be reported to the police.

Cllr Kenton said that a visible police presence in town helps reduce crime. The Police Supervisor had no precise figures for Chard.

AGENDA

2020/001. 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 Mrs Orchard	- Family bereavement
Cllr Gilbert	- Work commitments / resignation from Council
Cllr Carnell	- Work commitments.
Cllr Shortland	- Family commitment
Cllr Ms Young	- Family commitment.

Proposed: Cllr Bulmer Seconded: Cllr. Bates
Agreed Unanimously

Resolved: That the apologies and the reasons given are accepted.

2020/002. Mayor's Announcements.
The Mayor advised that he had attended an excellent recent art exhibition titled 'What I love About Chard' involving local children.

2020/003. 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
Cllrs Mrs O'Brien	√		#2020/010	Chair of Chard Youth Club

2020/004. 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 Mrs Morrison Seconded: Cllr Mrs Bates
Agreed Unanimously

RESOLVED – That owing to the confidential nature of the items, the public, including the press, should be excluded from the meeting when Agenda Items 2020/22, 2020/27 and 2020/28 are discussed. Agenda item 2020/29 has been withdrawn. It was also agreed that the published agenda order be amended to allow all of the confidential items to be considered in one block and to allow the presenting officer to leave following discussion of the item.

2020/005. Council Meeting – minutes - To confirm and sign the minutes of the Full Town Council meeting of the Town Council held on 16th December 2019 (attached) LGA 1972, Sch 12 para41 (1)

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

RESOLVED – that the minutes of the Full Town Council meeting held on 16th December 2019 be adopted.

The Chairman signed the minutes.

2020/006 Council Meeting – minutes - To receive and note the minutes of the following meetings and approve any recommendations if required: LGA 1972, Sch 12 para 41(1).

Planning and Highways - 16th December 2019

RESOLVED – The minutes were received and noted.

2020/015 Guildhall Manager's Report

RESOLVED – the report was received and noted.

2020/016. Guildhall – To consider and approve the recommendation for installation of a new attic frame and door.

The Town clerk withdrew agenda item 2020/016.

2020/017. Guildhall – To consider and approve the recommendation for the installation of an Emergency Voice Communication System (EVCS) to be fitted within the Guildhall refuge area.

The Town clerk withdrew agenda item 2020/017.

2020/018. Guildhall – To consider and approve improvements to the Guildhall Fire System

The Town clerk withdrew agenda item 2020/018.

2020/019. Guildhall – To consider and approve an additional frame and window across the inside of the existing Town Hall meeting room sash type window feature to comply with fire regulations.

The Town clerk withdrew agenda item 2020/019.

2020/020. Community Liaison Officer – Community Liaison Officer January report.

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

RESOLVED – To establish a Task and Finish Group to consider ideas for the market. The 3 Councillors agreed to sit on this group would be Cllrs Mrs Wootton, Mrs Bates and Mrs Morrison.

2020/021. Community Liaison Officer – Development Grants and Annual Grants report.

Proposed: Cllr Mrs Morrison Seconded: Cllr O'Brien
Agreed Unanimously.

RESOLVED – To Agree the award of grants to the following groups:

Community Grants:
Chard Churches Together - Walking Nativity -£ 341 (50% of total cost)

Avishayes Primary School - Developing an Outside Classroom - £1000

Annual Grant:
Chard & District Museum - Improving Museum Facilities - £1000

2020/027. 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 #2020/004 above refers)

Bridge Report
Report attached from the Community Liaison Officer

Proposed: Cllrs Mrs Morrison Seconded: Cllr Williams.
Agreed Unanimously.

RESOLVED – Agreed to the resourcing and budgeting as outlined in the confidential report.

2020/022 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 #2020/004 above refers)

Amenities
To receive and note the report from the Amenities working party

The Environment services Manager from SSDC gave an update on the work and progress made to date with the amenities team. SSDC would continue with their support to the town Council but reduced to 1.5 days per week from now until the end of March at a total cost of £2,900.

Proposed: Cllr Bulmer Seconded Cllr Mrs Bates
Agreed unanimously.

RESOLVED - Agreed to continue with SSDC support until the end of March as per confidential report.

2020/023. Town Clerk's Report – To receive and note the update from the Town Clerk.

The Town Clerk advised that he had received the newly agreed and signed Legal Agreement for the Chardstock allotment and recreation site from the site owners.
The Town Clerk also advised that a report will be brought to February Full Council in regard to the new committee structure and respective governance.

2020/024. 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)

An order has been submitted for the new electric van. This is due to be delivered by the end of March 2020. Once delivered, the Town Clerk agreed to publicise the fact that the Town Council had purchased a green/electric vehicle and work with the Amenities Working Group to secure appropriate livery for the van.

2020/025. **Reports from Representatives of Outside Bodies.** Please notify the Town Clerk in advance of the meeting if you will be making a report.

Cllr Williams presented his Youth Club report.

Report noted.

2020/007. 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 note the year to date expenditure and balance sheet

2020/008. 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.

Withdrawn.

2020/009. Finance – Direct Debit, BACS and Manual Payments – to review schedule of
payments (report attached).

RESOLVED – The report was reviewed and noted

2020/010. Finance – Accounts for Payment – to review and note items of expenditure (LGA 1972 s150 (5))– cheque signatories to be agreed.

Proposed: Cllr Mrs O'Brien Seconded: Cllr Kenton
Unanimous

Resolved – To approve the accounts for payment with cheque signatories to be Cllr Bulmer and Mrs Kenton.

2020/011. Finance - Bank Reconciliations – to receive and note the signed bank reconciliations
for the first two financial quarters of 2019-2020.

Withdrawn.

2020/012. Finance – to receive and consider the budget report and resolve to set a budget for the financial year 2020 – 2021

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

RESOLVED – To approve the recommendations and that Chard Town Council set a budget of £645,663 for the financial year 2020-2021.

2020/013. Finance – Management of Council Reserve Funds – to approve the recommendation for Ear Marked Reserves/Sinking Funds

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

RESOLVED: To agree the Management of Council Reserve Funds as follows.

330 EMR Muga - Increased by £4,000 annually capped at £60,000
333 EMR Election Costs - Capped at £2,000
338 EMR Play Equipment - Excess funds to be put to 338 Play equipment
351 Sinking Fund - Civic Regalia Capped at £2,500
353 Sinking Fund – Jocelyn Park Increased by £300 annually
With a new Ear Marked Reserve to be included in respect of the Bus shelter at the Laurels Resource Centre

2020/014. Finance - to set the precept for the 2020 – 2021 financial year.
A report outlining a number of options had been circulated to Members for consideration and it was agreed that Option 1 be approved; with the Precept Demand of £645,663.

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

RESOLVED: That Chard Town Council set a precept demand of £645,663 which equates to a 1.66% increase in the Band D Equivalent.

Motions from Councillors where specific expenditure has been identified

2020/026. Notice of Motion from Councillor Mrs Morrison
To provide a couple of rubbish bins outside Oscar Mayer Limited, and the garage / car wash area.

Proposed: Cllr Mrs Kenton Seconded: Cllr Mrs Morrison
Unanimous

RESOLVED – 1) That Chard Town Council does not support this motion because a public bin is currently available to use close to the main entrance to the business. 2) The Town Clerk to write to Oscar Mayer Ltd confirming the decision of the Town Council and to extend an invitation to Oscar Mayer to meet with the Community Liaison Officer and Cllr Mrs Wootton to discuss the litter issue.

2020/028.
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 #2020/004 above refers)

Staff in Confidence
The Clerk gave a verbal update on staffing matters as per confidential minutes.

2020/029.
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 #2020/004 above refers)

Virement
Following the resolution at December's meeting in regard to a virement, to receive a report from the Clerk.

The Clerk withdrew the item in order to consider further information and to bring back to Full Council.

There being no further business the meeting closed at 9.36pm.