CHARD TOWN COUNCIL

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

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Mayor: Garry Shortland Proper Officer: Adrian Turner

CHARD TOWN COUNCIL

Minutes of the Chard Town Council Annual meeting held in the Guildhall Fore Street, Chard TA20 1PP on Tuesday 9th May 2023 commencing at 18:00pm.

PRESENT: Cllr Bates**,** Cllr Brown, (Deputy Mayor) Cllr Bulmer, Cllr Crook, Cllr Eggins, Cllr Hawkes, Cllr Grief-Page, Cllr A Kenton, Cllr J Kenton, Cllr Richter, Cllr Shortland, Cllr Watson, Cllr Williams,

OFFICERS Gail Chadwick Finance & Responsible Finance Officer, Gareth Hughes Town Clerk**,** Beverley Newman Democratic Services Officer (DSO), Adrian Turner Proper Officer and Operations Manager.

Deputy Mayor Cllr Brown Chaired the meeting.

18.00 Chaplain's 'Thought for the Day'
Apologies were provided in advance of the meeting from Rev Cresswell Whitton

Public Participation Time
There were in the region of 28 members of the public present.
4 members of the public spoke. There was a mixture of statements and questions.
A full account of public participation can be listened to on the link on the Chard Town Council Website. https://www.chard.gov.uk/your-council/meetings/
Questions asked were:

1. Will the council consider putting itself under special measured to give itself time to deal with current issues?

2. Will the Council consider delaying the electing of Mayor, Deputy Mayor and chairs of committee until the '3 names' are given to avoid not having bullies in key positions of the Council?

3. Why aren't the reasons for apologies provided any more – can they please be provided going forward?

4. As it's been over 6 weeks since the Rolley REPORT was published how long will the T.C wait until, as agreed at the meeting of 3rd May the Mayor asks Chris Rolley to contact the 3 Councillors?

Reports from County and District Councillors
Council received one verbal County Councillor report from Cllr Payne

Police Report

There were no police in attendance and no police report

Statement by the outgoing Mayor – Councillor Jenny Kenton
None given.

2023/58 ELECTION OF MAYOR

The Deputy Mayor invited councillors to provide nominations for the position of the Chard Town Mayor and Chairperson of the Council, and to receive the Acceptance of Office.

- Cllr Garry Shortland was proposed by Cllr Bates and seconded by Cllr Williams
  6 councillors voted for Cllr Shortland as Mayor of Chard, 2 councillors abstained.

- Cllr Claire Richter was proposed by Cllr Eggins and seconded by Cllr Hawkes.
  5 councillors voted for Cllr Richter as mayor of Chard, 3 councillors abstained.

Cllr Shortland agreed to accept the nomination was elected as Mayor and accepted office.

The meeting adjourned whilst the newly elected Mayor formally robed

The meeting resumed.

2023/59 MAYORS APPOINTMENTS

The Mayor announced the following appointments

- Chaplain: Rev Georgina Vie
- Consort: Partner Jude and granddaughters

2023/60 MAYOR'S ANNOUNCEMENTS

The Mayor stated that he would do his upmost to unite the Council and asked his fellow members to work with him in this.

2023/61 ELECTION OF DEPUTY MAYOR

The Mayor invited nominations for the position of Deputy Mayor of the Council, and to receive the Acceptance of Office.

- Cllr Brown was proposed by Cllr G Shortland and seconded by Cllr Bates
  6 councillors voted for Cllr Brown as Deputy Mayor of Chard, 2 Councillors abstained.

- Cllr Crook was proposed by Cllr Hawkes and seconded by Cllr Eggins
- **5** councillors voted for Cllr Crook as Deputy Mayor of Chard, 3 Councillors abstained.

Cllr Brown agreed to accept the nomination was elected as Deputy Mayor and accepted office.

2023/62 APOLOGIES FOR ABSENCE

The following apologies were received and accepted:

Cllr Baker, Cllr Hassan.

2023/63 DECLARATIONS OF INTEREST

There were no declarations of interest made.

2023/64 TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

That as certain items were expected to include the consideration of exempt information Full Council RESOLVED that, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed under Confidential Matters below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of **Part 1 of Schedule 12A** of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

There were no confidential matters for discussion.

2023/65 COUNCIL MEETING MINUTES

Council considered the draft minutes from Full Council meetings meeting 26th April and 3rd May and agreed the following:

Proposed: Cllr Eggins Seconded Cllr Williams
Unanimous

RESOLVED: That the minutes for the Full Council meeting 26th April be accepted as an accurate record.

Proposed: Cllr Grief-Page Seconded Cllr Williams
Unanimous

RESOLVED: That the minutes for the Full Council meeting 3rd May be amended to include the line: *'Cllr J Kenton resigned her position of office as Mayor'* and accepted as an accurate record.

2023/66 COMMITTEE MEETINGS

Council noted the minutes of the Amenities & Events Committee meeting held on Tuesday 21st March 2023: 2023/14 MANAGER REPORTS; 1.2

2023/67 STANDING COMMITTEES

Proposed: Cllr Eggins Seconded Cllr Williams
Unanimous

RESOLVED: That Council adopt the current Committee structure in accordance with Standing Order 4:

2023/68 SCHEME OF DELEGATION

Proposed: Cllr Bates Seconded Cllr Hawkes
Unanimous

RESOLVED: That Council re-approve the Scheme of Delegation formally adopted 14th November 2022.

2023/69 APPOINTMENT MEMBERS TO STANDING COMMITTEES

The following table shows Council agreed membership, Chairmanship and Deputy Chairmanship to the Council agreed Committees:

Table 1

Committee	Membership & Chairman/ Deputy chairmanship
Finance & Audit Committee	**Membership:** Cllr Bates, Cllr Eggins, Cllr Hawkes, Cllr A Kenton, Cllr J Kenton, Cllr Williams, **Chair:** Cllr Williams: Proposed Cllr Brown Seconded Cllr Eggins - Unanimous **Deputy Chair:** Cllr Eggins: Proposed Cllr Crook Seconded Cllr Brown- Unanimous
Amenities & Events Committee	**Membership:** Cllr Bates, Cllr Bulmer, Cllr Crook, Cllr Richter, Cllr Watson, Cllr Williams **Chair:** Cllr Watson: Proposed Cllr Eggins Seconded Cllr Grief-Page – Unanimous **Deputy Chair:** Cllr Crook: Proposed Cllr Grief-Page Seconded Cllr Watson- Unanimous
HR	**Membership:** Cllr Bates, Cllr Bulmer, Cllr Crook, Cllr Watson. **Chair:** Cllr Bates: Proposed Cllr Brown Seconded Cllr Grief-Page – For:7, Against 6 **Deputy Chair:** Cllr Bulmer: Proposed Cllr Crook Seconded Cllr Hawkes - Unanimous
Planning & Highways	**Membership:** Cllr Bates, Cllr Bulmer, Cllr Eggins, Cllr Hawkes, Cllr Grief-Page, Cllr Williams **Chair:** Cllr Eggins: Proposed Cllr Hawkes Seconded Cllr Grief-Page – Unanimous **Deputy Chair** Cllr Grief-Page: Proposed Cllr Hawkes Seconded Cllr Bulmer - Unanimous

2022/70 APPOINTMENT OF CHAIRS TO STANDING COMMITTEES

See table 1 above 2023/69

2023/71 APPOINT DEPUTY CHAIRS TO STANDING COMMITTEES

See table 1 above 2023/69

2023/72 APPOINTMENT OF ANY NEW COMMITTEES

Council agreed new Committees were required at this time.

2023/73 STANDING ORDERS AND FINANCIAL REGULATIONS

Proposed: Cllr Brown Seconded Cllr Hawkes
Unanimous

RESOLVED: To re-approve the revised Standing Orders (adopted Nov 14th 2022) and Financial Regulations (adopted Nov 14th subject to minor amendments 13th March 2023)

2023/74 REPRESENTATIVES ON EXTERNAL BODIES

Council reviewed representation on or work with external bodies, including number of representatives, see table 2 below.

Agreement for arrangements/frequency for reporting back were deferred to next Full Council meeting June 13th 2023

Table 2

Organisation	Representative
Chard Museum	Cllr Hawkes, Cllr Richter
Chard Young People's Centre	Cllr Grief-Page, Cllr Watson
Somerset Association of Local Councils	Cllr Bates
Town Team	Cllr Baker, Cllr Hassan, Cllr Watson.
Clare House	Cllr Shortland
Allotment Association Forum	Cllr Baker, Cllr Watson
Culturally Chard Consortium	Cllr Eggins, Cllr Watson
Chard Area Resilience Group (CARG)	Cllr Bulmer, Cllr Richter
Chard Town Council Youth Council	Cllr Brown, Cllr Grief-Page, Cllr Richter, Cllr Watson

Standing orders were suspended to allow a member of the public to speak on the above item based on a suggestion raised by a Councillor.

2023/75 ASSET REGISTER

Proposed: Cllr Hawkes Seconded Cllr Bates
Unanimous

RESOLVED: Council reviewed the Asset Register.

2023/76 CONFIRMATION OF ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL INSURED RISKS

Proposed: Cllr Bulmer Seconded Cllr Brown
Unanimous

RESOLVED: Council noted the increased rating factors for premiums 2023/24 related to Council's insurance agreement with Aviva.

2023/77 SCHEDULE OF MEETINGS

Council noted and agree the revised and completed Council year schedule of meetings

2023/78 ANNUAL SUBSCRIPTIONS

Council reviewed the Council annual subscriptions to other bodies as outlined in table 3.

Table 3

Organisation	Cost
Society of Local Council Clerks	£443.00
Somerset Association of Local Councils	£1,623.55
Guild of Macebearers	£45.00
Grants Online	£125.00
Rural Market Towns	£97.00
Survey Monkey	£320.00
Zoom membership	£119.90
National Association British Market Authorities (NABMA)	£384.00

2022/79 REVIEW OF THE COUNCIL'S COMPLAINTS PROCEDURE

Proposed: Cllr Eggins Seconded Cllr Grief-Page
Unanimous

RESOLVED: Council reapprove the council's current complaints procedure.

2022/80 FREEDOM OF INFORMATION AND DATA PROTECTION POLICY

Proposed: Cllr Bates Seconded Cllr Grief-Page
Unanimous

RESOLVED: Council reapproved the current Council's policies, procedures and practices in respect of its obligations under Freedom of Information and Data Protection policies, there being no changes to legal requirements.

2022/81 COMMUNICATIONS AND PUBLIC RELATIONS POLICY

Proposed: Cllr J Kenton Seconded Cllr Williams
Unanimous

RESOLVED: Council reapproved the Communications and Public Relations Policy (adopted on November 14th 2022).

2023/82 FORMAL ADOPTION OF THE NALC CIVILITY AND RESPECT

Proposed: Cllr J Hawkes Seconded Cllr Eggins
Unanimous

RESOLVED: To defer formal adoption the NALC Civility and Respect pledge and publish this pledge on the Chard Town Council Website until Council have put a in place a training programme for councillors and staff (as required by the pledge). This should be by the next Full Council meeting June 13th 2023.

2023/83 DATE OF NEXT MEETINGS

The next Full Council meeting Tuesday will be held on Tuesday **13th June 2023** being the Annual Town Council Meeting being held at the Guildhall Auditorium, Fore Street, Chard TA20 1PP **commencing at 19.00 pm.** This meeting will sign of the end of year accounts as required by legislation. The next ordinary meeting of Chard Town Council will take place on **17th July 2023** in the Guildhall, Fore Street, Chard TA20 1PP **commencing at 19.00 pm**.

There being no other business the Mayor thanked all those present for attending and closed the meeting at 19.45

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MAYOR: **DATE:**