CHARD TOWN COUNCIL

The Guildhall, Fore Street, Chard, Somerset TA20 1PP
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Mayor: Garry Shortland

CHARD TOWN COUNCIL

Minutes of the Chard Town Council meeting held in the Guildhall, Fore Street, Chard, TA20 1PP on Monday 20th May 2024 commencing at 7:00pm

PRESENT: Cllr Baker, Cllr Bates, Cllr Bulmer, Cllr Eggins, Cllr Grief-Page, Cllr Hassan, Cllr A Kenton, Cllr J Kenton, Cllr Richter, Cllr Shortland (Mayor), Cllr Watson, Cllr Williams and Cllr Webb

OFFICERS & OTHERS PRESENT:
Neil Broomfield Town Clerk & Proper Officer and Nigel Tinley Minute Secretary.
Rev. Georgina Vye (Chaplain) and Cllr Wale (Somerset Councillor)

Public Participation Time
There were 19 members of the public present.

Everyone rose to welcome the Mayor and Party

Chaplain's 'Thought for the Day'
Presented by Rev. Vye.

AGENDA

2024/65 RECORDING OF MEETINGS
The Mayor stated that the meeting will be recorded and the Councillors agreed.

He welcomed new Councillor Andy Webb to his first full Council meeting.

2024/66 APOLOGIES FOR ABSENCE
The following apologies were received and accepted:

Cllr Crook (personal)

2024/67 **PUBLIC SESSION**

- In regard to item 2024/90 in support and against the Waffle House. Concerns regarding jobs in existing food outlets and Council funds being used to support it.

- From online survey does the Council intend to investigate shared office space for remote workers.

2024/68 **DECLARATION OF INTERESTS**

Cllrs J Kenton, J Baker, A Kenton and V Bates declared a personal but not financial interest in item 2024/90.

Cllr Eggins challenged this stating that the directors can at any point in the future change the rules and receive an income.

The Clerk stated that it is for the individual councillor to decide to declare an interest and take the responsibility if challenged in the future.

2024/69 **ELECTION OF MAYOR**

Cllr J Kenton gave thanks to Cllr Shortland for his time as Mayor.

Cllr J Kenton proposed:
Cllr Bates Seconded: Cllr Grief-Page

Counter-proposal by Cllr Eggins:
Cllr Bulmer Seconded Cllr Webb

Cllr Bates 8; Cllr Bulmer 6

RESOLVED that the Council voted Cllr Bates as the new Mayor.

Cllr Bates accepted the position.

The meeting adjourned to allow the new Mayor to be robed

The Town Crier announced the new Mayor as the Party returned to the room.

The meeting reconvened

2024/70 **MAYORS APPOINTMENTS**

Chaplain	Rev. Georgina Vye
Consort	Husband Adam Bates

2024/71 MAYOR'S ANNOUNCEMENTS

The Mayor addressed the Council and members of the public. She gave thanks for the guidance of the previous Mayor, Cllr Shortland.

2024/72 ELECTION OF DEPUTY MAYOR

Cllr Grief-Page nominated:
Cllr A Kenton Seconded: Cllr Williams

Counter-proposal by Cllr Eggins:
Cllr Bulmer Seconded: Cllr Webb

Cllr A Kenton 8; Cllr Bulmer 6

RESOLVED that the Council voted Cllr A Kenton to be Deputy Mayor.

Cllr A Kenton accepted the position.

The meeting adjourned for the Declaration of Acceptance to be signed by the new Mayor and Deputy

The meeting reconvened

2024/73 LEAVE OF ABSENCE

Proposed: Cllr Shortland Seconded: Cllr A Grief-Page

RESOLVED that the Council approved a 6 month leave of absence for Cllr Crook.

2024/74 TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

This relates to item 2024/93.

Proposed: Cllr Baker Seconded: Cllr Shortland
Unanimous

RESOLVED: TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC
As certain items are expected to include the consideration of exempt information Full Council is, therefore, recommended to resolve "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 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".

2024/75 COUNCIL MEETING MINUTES

The Clerk stated with regret that the Minutes were not ready for presentation and requested that these are deferred to the next meeting.

2024/76 STANDING COMMITTEES

To consider and adopt changes to Committee structure below in accordance with Standing Order 4:

- Finance & Audit Committee (Minimum of 4 meetings per annum),
- Amenities and Events Committee
- Council asked to RESOLVE a change to the frequency of meetings to monthly commencing June 2024
- HR Committee (3 meetings per annum) Recommend the committee be reduced to 5 elected members.
- Planning & Highways Committee (12-17 meetings per annum)
- Full Council – currently Full Council meet 7 times a year. The number of extra ordinary meetings and agenda size indicate the current arrangements are not robust.
- Recommended that council **RESOLVE** to increase the number of full counc meetings to 12 meeting monthly.

There was discussion regarding the change to the HR committee down to 5 electe members plus Mayor and Deputy; previously 7 plus Mayor and Deputy. The Clerl explained by reducing the number allowed of independent councillors to form a review committee if required.

Proposed by Cllr J Kenton that the Council accept the change as detailed in the agenda. Seconded: Cllr Shortland
12 for; 2 against

RESOLVED that the changes have been approved by the Council.

2024/77 SCHEME OF DELEGATION

With the changes at item 2024/76 the Scheme will be rewritten and presented to the next meeting.

2024/78 APPOINTMENT MEMBERS TO STANDING COMMITTEES

- Finance & Audit Committee:
  Cllrs Bulmer, Eggins, Williams, Richter, J Kenton, Baker and Hassan

- Amenities & Events Committee:
  Cllrs Hussey, Watson, Williams, Bulmer, Richter, J Kenton, Baker, Shortland and Grief-Page

- Planning & Highways
  Cllrs Hussey, Eggins, Bulmer, Grief-Page and Watson
  Reserves: Cllrs Webb and Shortland

These committee member were proposed by Cllr Baker
Seconded: Cllr Eggins
Unanimous

- HR Committee
Cllrs Webb, Bulmer, Waston, Williams, J Kenton and Shortland

As restricted to 5 members a paper vote was taken.

Cllrs Webb, Watson, Williams, J Kenton and Shortland were elected.

Proposed: Cllr Grief-Page Seconded: Cllr Williams
13 in favour; I abstention

2024/79 APPOINTMENT OF CHAIRS TO STANDING COMMITTEES

- Finance & Audit Cllr Williams
Proposed: Cllr J Kenton Seconded: Cllr A Kenton

Counter-proposal: Cllr Bulmer
Proposed: Cllr Eggins Seconded: Cllr Webb

Cllr Williams 8; Cllr Bulmer 6

RESOLVED that Cllr Williams will be the Chair of the Finance & Audit Committee

- Amenities & Events Committee Cllr Baker
Proposed: Cllr Shortland Seconded: Cllr J Kenton

Counter-proposal: Cllr Bulmer
Proposed: Cllr Eggins Seconded: Cllr Hussey

Cllr Baker 8; Cllr Bulmer 6

RESOLVED that Cllr Baker will be the Chair of the Amenities & Events Committee

- HR Committee Cllr Shortland
Proposed: Cllr J Kenton Seconded: Cllr Baker

Counter-proposal Cllr Bulmer
Proposed: Cllr Webb Seconded: Cllr Eggins

Cllr Shortland 8; Cllr Bulmer 6

RESOLVED that Cllr Shortland will be Chairman of the HR Committee

- Planning & Highways Cllr Grief-Page
Proposed: Cllr A Kenton Seconded: Cllr Baker

Counter-proposal Cllr Bulmer
Proposed: Cllr Eggins Seconded: Cllr Richter

Cllr Grief-Page 8; Cllr Bulmer 6

RESOLVED that Cllr Grief-Page will be Chairman of the Planning & Highways Committee

2024/80 APPOINT DEPUTY CHAIRS TO STANDING COMMITTEES

- Finance & Audit Committee Cllr Hassan
  Proposed: Cllr J Kenton Seconded: Cllr A Kenton

  Counter-proposal Cllr Bulmer
  Proposed: Cllr Eggins Seconded: Cllr Richter

  Cllr Hassan 8; Cllr Bulmer 6

  RESOLVED that Cllr Hassan will be Deputy Chairman of the Finance & Audit Committee

- Amenities & Events Committee Cllr Watson
  Proposed: Cllr Baker Seconded: Cllr J Kenton

  No counter-proposal
  Unanimous

  RESOLVED that Cllr Watson will be the Deputy Chairman of the Amenities & Events Committee

- HR Committee Cllr J Kenton
  Proposed: Cllr Baker Seconded: Cllr Williams

  Counter-proposal: Cllr Webb
  Proposed: Cllr Eggins Seconded: Cllr Bulmer

  Cllr Kenton 8; Cllr Webb 6

  RESOLVED that Cllr J Kenton will be Deputy Chair of the HR Committee

- Planning & Highways Cllr Hussey
  Proposed: Cllr Baker Seconded: Cllr Watson

  No counter-proposal
  Unanimous

  RESOLVED Cllr C Hussey will be Deputy Chair of the Planning & Highways Committee

2024/81 REPRESENTATIVES ON EXTERNAL BODIES

- Chard Museum — Cllr S Hassan
- Chard Young Peoples Centre — Cllrs Grief-Page, Baker, Eggins and Watson

Meeting suspended for representatives of Chard Young Peoples Centre to speak

A request that the councillors attend the meetings.

Meeting resumed

The Councillors who have volunteered for this role must agree a rota so meetings have Council representation.

- Somerset Association of Local Councils - Just one representative
  Cllr Webb
  Proposed: Cllr Bulmer — Seconded: Cllr Eggins

  Counter-proposal
  Cllr Bates
  Proposed: Cllr J Kenton — Seconded: Cllr A Kenton

  Cllr Webb 4; Cllr Bates 9

  RESOLVED that Cllr Bates will be Chard Town Council representative.

- Town Team
  Cllrs Hassan, Grief-Page, Watson and Bulmer

- Clare House
  Cllr J Kenton

- Allotment Association
  Cllrs Baker and Watson

- Chard Area Resilience Group (CARG)
  Cllrs Hussey, Williams and Bulmer

- Chard Town Council – Youth Council
  Cllrs Baker, Richter and Watson

2024/82 ASSET REGISTER

This item was referred to Finance & Audit to review.

2024/83 CONFIRMATION OF ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL INSURED RISKS

The Clerk indicated we are in a 3-year agreement expiring in 2025. The current premium has increased by 8.9%. Cllr J Kenton asked the Clerk to refer to the Minutes of 18th March concerning a new deal with another insurer.

2024/84 **SCHEDULE OF MEETINGS**
The schedule will be reissued after the changes agreed in 2024/76.

2024/85 **ANNUAL SUBSCRIPTIONS**
The Council requested the Clerk to investigate each item and refer to the Finance & Audit Committee.

2024/86 **REVIEW OF THE COUNCIL'S COMPLAINTS PROCEDURE**
This item was deferred as a copy was not presented to the Councillors to study in advance.

2024/87 **FREEDOM OF INFORMATION AND DATA PROTECTION POLICY**
This item was deferred to another meeting.

2024/88 **COMMUNICATIONS AND PUBLIC RELATIONS POLICY**
This item was deferred to another meeting.

2024/89 **DEBIT CARD**
The advantages and disadvantages were discussed between the Councillors.

It was proposed to arrange 2 debit cards for the Clerk and Operations Manager with a daily limit agreed by the Finance & Audit Committee.
10 for; 3 against; 1 abstention

RESOLVED that the Council has approved the issue of 2 debit cards, the final details to be arranged by the Finance & Audit Committee.

Councillor Baker proposed to suspend standing orders to allow the meeting to continue. Seconded: Cllr J Kenton.
Unanimous

2024/90 **VIREMENT FROM RESERVES**
This item was deferred to another meeting.

2024/91 **DATE OF NEXT MEETING**
The date of the next meeting was confirmed as Monday 17th June 2024.

2024/92 **EXCLUDE PRESS & PUBLIC**
As passed in item 2024/74 the press and public left the meeting.

2024/93 **HR MATTERS**
The Clerk led this confidential matter.

The meeting closed at 9:30pm.

Signed Mayor

Dated

28/7/24