Chard Town Council

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

01460 239567 www.chard.gov.uk

Mayor: Cllr Tricia O'Brien | Town Clerk: Stephen Hill

Full Council

MINUTES

Minutes of the meeting of the **Full Council** held on **Monday 16th November 2026** at 19:00 in the Town Hall, Guildhall, Fore Street, Chard TA20 1PP.

Councillors present: Cllr Baker, Cllr Bulmer, Cllr Eggins, Cllr Hussey, Cllr A Kenton, Cllr J Kenton, Cllr O'Brien,

Officers present: Stephen Hill (Town Clerk and RFO), Ingrid Edgington (Stakeholder Liaison Officer), Kevin Dyer (Deputy Town Clerk and Operations Manager) and Tim Bickham (Events Officer).

Also present: There were 7 members of public present.

Section 1 – Standing Items

2026/200 Apologies for Absence and Acceptance

Apologies were received from Cllr Bates, Cllr Richter, Cllr Shortland, Cllr Tribble and Cllr Williams.

2026/201 Declarations of Interest and Dispensations

Cllr Baker declared an interest in items 2026/213 and 2026/219.

2026/202 Public participation

Parking restrictions in Millfield, which may affect residents.

2026/203 Full Council Meeting Minutes

Council RESOLVED to approve for accuracy the minutes of the Extraordinary Full Council Meetings held on 12th October 2026, subject to amending 2026/176.

Proposed: Cllr Bulmer Seconded: Cllr J. Kenton
For: 6 Against: 0 Abstained: 1

Council RESOLVED to approve for accuracy the minutes of the Full Council Meetings held on 19th October 2026.

Proposed: Cllr J. Kenton Seconded: Cllr Hussey
5: 0: 2

2026/204 Committee Previous Meeting Minutes

Council **NOTED** the draft minutes as follows:

- Amenities & Events committee 13th October 2026
- Planning & Highways 19th October 2026
- Finance & Policy 20th October 2026

DRAFT

- Human Resources 3rd November 2026

2026/205 Accounts

Council **NOTED** the schedule of payments Oct '26.

2026/206 Reports from Somerset Councillors

Council **NOTED** the Report from Cllr Jason Baker, as included with the agenda. A question was asked on energy suppliers, it was explained this is in the process of being transferred. Cllr Baker also mentioned that much progress is being made toward the install of Christmas lights and passed thanks to the amenities staff for their support.

Council **NOTED** the updates from Cllr J. Kenton:

- 23 gritters are currently treating the roads across the county
- 1315 different gritting runs
- 5229 tons of salt is utilised to cover these areas
- There is a map on Somerset Council's website to show the routes taken

Council **NOTED** the updates from Cllr Wale:

- Chard Regen Board – it would be good to understand what is happening with this board and what is happening in respect of the town's empty buildings.
- Somerset Council budget precept is expected to see a 2.25% increase based on 2025
- It was mentioned that there is £233K budget aside for Devolution, as confirmed by the A&E Committee 10 November 26.
- Queried party-political Somerset Councillor report
- Queried Town Council Devolution EMR (to be discussed at F&P Committee 15.12.26)

2026/207 Reports from Chard Town Council Members on Outside Bodies

Allotment Association Forum: It was reported that all testing had been completed and that a stop tap replacement was needed.
Chard Museum: A grant has been secured to allow for roof repairs to commence this winter.
Youth Council: Currently waiting for a new lead person to be appointed. Safeguarding and DBS is outstanding.
CARG: See report from Cllr Hussey: CARG Report November 2026
The Hive Young People's Centre: Cllr O'Brien had attended a recent meeting at the Hive.
She confirmed that funding had been secured to run their Happy Healthy Holiday club, allowing for provision of free meals and activities.
Council **NOTED** the reports.

Section 2 – Items to Note

2026/208 Mayor's Updates and Announcements

The Mayor had attended the following engagements:

- Friends of Chard-Helmstedt AGM
- The Rededication at the Church of the Good Shepard
- Chard Remembrance Sunday Parade

The Mayor also spoke of a recent meeting with Chard Police, where the provision of 6 bleed kits to be distributed with defibrillators in the town was discussed. These kits will be supplied by: Friends of Chard & District Hospital, Chard Police and Chard

Town Council (2 kits per organisation). Mr Baker mentioned that the Hive Young People's Centre also currently has one.
Council **NOTED** the Mayor's Updates and Announcements.

2026/209 Town Clerk & RFO Report

Council **NOTED** the report.

2026/210 Young People Working Group

Council **NOTED** the Draft Notes of the Young People Working Group 5th Nov '26 and **RESOLVED to approve the Young People Working Group Terms of Reference.**

Proposed: Cllr Baker Seconded: Cllr Hussey
7: 0: 0

2026/211 Budget Setting 2027/28 Update

Council **RESOLVED**;

a) That a public consultation on the 2027/28 budget will be undertaken to inform budget decision-making using a variety of approaches to reach as much of the community as possible.
Proposed: Cllr Eggins Seconded: Cllr Baker
5: 0: 2

b) That a Councillors-only Budget Workshop be held on 23rd November 2026.
Proposed: Cllr Eggins Seconded: Cllr Bulmer
7: 0: 0

Section 3 – Items For Discussion & Decision

2026/212 Corporate Policies

Council RESOLVED to approve the Communications and Member – Officer Relations Policies:

a) Communications
Proposed: Cllr Eggins Seconded: Cllr Hussey
7: 0: 0

b) Member – Officer Relations
Proposed: Cllr Bulmer Seconded: Cllr Hussey

Council DEFERRED the approval of the Safeguarding Policy, raising the following comments: training to be undertaken by the Designated Safeguarding Officers, photo consent at events, and the reporting process to the practical application of Somerset Safeguarding Board.

It was suggested to consult with Holyrood Academy for further advise before taking to December Full Council.
Proposed: Cllr Baker Seconded: Cllr Bulmer
7: 0: 0

Cllr Baker left the meeting (19:51)

DRAFT

2026/213 Review of The Hive

Council RESOLVED to accept/approve the Review of the Hive's compliance with the SLA.

Proposed: Cllr J. Kenton Seconded: Cllr Hussey

4: 0: 2

Cllr Baker rejoined the meeting (19:55)

2026/214 Emergency Plan

Council RESOLVED to;

a) approve the revised Emergency Plan as Recommended by A&E Cttee 10.11.26

Proposed: Cllr Eggins Seconded: Cllr J. Kenton

7: 0: 0

b) to appoint Councillors Baker, Bulmer, Eggins and J. Kenton to the Emergency Committee

c) appoint the Emergency Committee to review/revise the Emergency Plan every 12 weeks.

Proposed: Cllr Baker Seconded: Cllr Bulmer

7: 0: 0

2026/215 Great Mead

Councillors recognised and praised the extent of work the Stakeholder Liaison Officer had put into this project.

Council RESOLVED the recommendation from A&E committee 10th November 2026 that the council agree to join a partnership with Chard Town Council, Holyrood Academy and Take Art to apply for funding for Great Mead and offer an in-kind contribution of up to £10K, should funding be secured.

Proposed: Cllr Baker Seconded: Cllr Eggins

7: 0: 0

2026/216 Exempt Business

Council RESOLVED that under section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for items of business in view of the likely disclosure of confidential matters about, information relating to an individual, and information relating to the financial or business affairs of any particular person, within the meaning of schedule 12A to the Local Government Act 1972 (see the Local Government (Access to Information) Act 1985, as amended by the Local Government (Access to Information) (Variation) Order 2006.

Proposed: Cllr Eggins Seconded: Cllr J. Kenton

7: 0: 0

Section 4 – Confidential

2026/217 Jocelyn Park Contract

Following A&E Committee, 10th November 2026, council RESOLVED to:

a) apply for £248k S106 funding for completion of the Jocelyn Park pavilion

Proposed: Cllr Baker Seconded: Cllr Bulmer
7: 0: 0

b) <u>Register the land including building (if not already done so and possible/necessary)</u>

Proposed: Cllr Eggins Seconded: Cllr Baker
7: 0: 0

c) <u>ask what the implications are of additional Tenders being obtained at this stage, from Chard based contractors, if legal to do so.</u>

Proposed: Cllr Baker Seconded: Cllr Bulmer
7: 0: 0

2026/218 Depot Options Appraisal

<u>Following A&E Committee, 10th November 2026, Council RESOLVED to appoint a consultant to prepare a Depot Options Appraisal.</u>

Proposed: Cllr Baker Seconded: Cllr Eggins
7: 0: 0

2026/219 Bar Franchise

The advantages and disadvantages of the Guildhall running the bar in-house was discussed, and the Operations Manager suggested there is scope for staff to be multi-skilled and available staffing budget.

<u>Following A&E Committee, 10th November 2026, Council RESOLVED to award a 3-year contract for operation of the bar franchise, based on the Tender.</u>

Proposed: Cllr Baker Seconded: Cllr J. Kenton
4: 1: 2

2026/220 Date of next meeting

The next Full Chard Town Council meeting is **Monday 21st December**. Town Hall, Guildhall, Fore Street, Chard TA20 1PP and at 19:00.

The Chair thanked all for attending the meeting. The meeting closed at 20:35.

Signed: Date:

DRAFT