Chard Town Council

The Guildhall, Fore Street, Chard. TA20 1PP
01460 239567 chard.gov.uk
Mayor: Cllr Victoria Bates
Chief Executive & Town Clerk David Bell

MINUTES

Chard Town **Full Council** meeting held in Guildhall, Fore Street, Chard, TA20 1PP on **Monday 15th December 2025** commencing at 19:00pm.

Councillors Present: Councillors: Baker, Bates, Bulmer, Eggins, A. Kenton, J Kenton, Richter, O'Brien, Shortland, Tribble & Willaims.

Officers Present:
Chief Executive & Town Clerk, David Bell, Operations Manager Kevin Dyer
Councillors not present: Watson

Public Participation

Council Reports
Council received updates from Unitary Councillors Baker J Kenton & Payne.

Section 1 Standing Items:

2025/152 **Apologies for Absence**
Council received apologies from the following Councillors:
Crook, Hassan & Hussey

Reasons for absence: Personal.

Proposed: Councillor J Kenton Seconded: Councillor Eggins
Unanimous

Resolved: For Council to accept the apologies declared.

2025/153 **Declarations of Interest**
Cllr Baker declared in interest in respect to agenda item 2025/62
Cllr J Kenton declared an interest in respect to agenda items that refer to devolution matters.

2025/154 **Full Council Meeting Minutes**

Proposed: Councillor Bulmer Seconded: Councillor O'Brien
For: 8 Abstain: 3

Resolved: For Council approved the draft minutes of the 24th November 2025 Full Council meeting as an accurate account.

2025/155 Committee Meeting Minutes

Council noted the:

- F&A approved minutes for meetings; 12/05/25, 17/06/25. 23/06/25 & 7/10/25. 22/07/25 were not submitted in the pack. They will be included in 26th January 26 Full Council for noting once signed.
- A&E minutes for the 9th November and 14th October have yet to be approved by committee.
- HR minutes from the 4th November and 10th December have yet to be approved.

2025/156 Financial Checks and Information

a) Payments List November 2025

Council APPROVED the October 2025 payments list.

Proposed: Councillor Bulmer — Seconded: Councillor Shortland
For: 8 — Abstain: 3 11 Cllrs in attendance

Resolved: For Council to approve the October 2025 payment list.

b) To note the Bank Reconciliations for October and November 2025

Council noted the bank reconciliation for October 2025.

Section 2: Items To Note

2025/157 Mayors Updates & Announcements

Council received the Mayor's updates.

2025/158 Chief Executive & Town Clerk Updates.

Council received updates from the Chief Executive & Town Clerk on the following:

a) Works required on the fabric and structure of the Guildhall
b) Devolution – Officer to Officer discussions.
c) Use of the Guildhall foyer by our community – also later in this agenda
d) Anti-social behaviour – Communications Within The Chard Area
e) HR providers
g) Staffing updates
f) The Hive – also later in this agenda.

Section 3 – Items For Discussion & Decision

2025/159 Resurfacing Of Skate Park

Council agreed the recommended spend on comprehensive report being undertaken and the report to be submitted to the A&E committee once received.

Proposed: Councillor Baker — Seconded: Councillor Bulmer
Unanimous.

Resolved: For the Chief Executive & Town Clerk to instigate the undertaking of a comprehensive report spending up to £2000 to ascertain the cost of repair and resurfacing of the Skate Park and submit the report to the A&E Committee

Section 4: Confidential

2025/160 **To resolve to exclude the press and public in accordance with Section 100A (4) of the Local Government Act 1972 as certain items may include the consideration of exempt information as defined in the respective paragraph of Part 1 of Schedule 12A of the Act**

Proposed: Councillor J Kenton Seconded: Councillor Bulmer
For: Unanimous

2025/161 **Matters Arising From The HR Committee Meeting 10th November 2025**
Recruitment process for a new Town Clerk for succession planning on completion of the agreed contract with the current Chief Executive & Town Clerk.

Proposed: Cllr Kenton Seconded: Cllr Bulmer
Unanimous

Resolved: For Council to approve the following criteria and processes for recruiting a new Town Clerk:

a) The Mayor, Chair of HR and Chief Executive & Town Clerk are authorized to undertake the day-to-day matters to fill the vacancy with HR Committee doing the longlisting and, subsequently, three Councillors be appointed to undertake the interview process. Such Councillors need not sit on HR Committee.

b) This should be a joint Town Clerk/RFO post.

c) It was agreed that candidates must not have political affiliations and must not have worked on political matters for a period of 5 years.

d) Any proposed Clerk should be CILCA qualified.

e) The pay scale to be offered should be Spinal Column Points 50 to 55.

f) If the initial advertisement process results in no or no suitable candidates, then the vacancy should be readvertised without delay.

g) Post to be advertised as soon as possible and run for a period of at least two months.

2025/162 **The Hive – Youth Provision In Chard.**

Proposed: Cllr Eggins Seconded: Cllr J Kenton

Unanimous

Resolved: For standing orders to be suspended

Standing orders were suspended

Mr Baker gave an update with contribution form a member of the Watch Project on this project. Council noted the report provided.

Cllr Baker left the room at 20.11

Proposed: Cllr J Kenton Seconded: Cllr A. Kenton

Resolved: For Council to;

1. To continue to provide the building on a peppercorn agreement, subject to continuation of CTC agreement with Somerset Council remaining in place.
2. To provide a budget of £40k to cover provision only of three nights a week.
3. To provide a budget of £25k to cover after school provision, liaison with schools and clubs and the like.
4. To provide a budget for Utilities & Maintenance of £10k. This is estimated as there are, as yet, no full year figures.
5. To confirm this commitment for a further five years.

Proposed: Cllr J Kenton Seconded: Cllr Eggins
Unanimous

Resolved: For standing orders to be reinstated.

Standing orders were reinstated

Cllr Baker re-entered the room

2025/163 Date Of Next Meeting

Council noted the next Full Chard Town Council meeting is Monday 26th January 2026. To be held at The Guildhall, Fore Street, Chard TA20 1PP and commence at 7pm

There being no other business, The Mayor thanked all those in attendance for coming and closed the meeting at pm

Date: 25/3/26 **Signed:**