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 23rd March 2026** commencing at 19:00pm.

Councillors Present: Councillors: Baker, Bates, Bulmer, Eggins, Richter, O'Brien, Tribble & Watson.
Councillors Absent: Cllr Crook.

Officers Present:
Chief Executive & Town Clerk, David Bell, Operations Manager Kevin Dyer

Public Participation
Discussion point raised - Boundary review

Council Reports
Council received updates from Unitary Councillors: Baker & Wale.

Section 1 Standing Items:

2026/29 Apologies for Absence
Council received apologies from the following Councillors: Hassan, Hussey, A. Kenton, J Kenton, Shortland & Williams

Proposed Cllr Baker Seconded Cllr Eggins

Resolved: For Council to accept the apologies received.
Unanimous

2026/30 Declarations of Interest
Cllr Baker declared an interest in agenda item 2026/40 as Chair of The Hive (Young People's Centre).

A brief speech was given by Cllr Bulmer to mark the passing of Tony Prior, former long standing Councillor and Mayor of Chard Town Council and a minute's silence was held.

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2026/31 **Full Council Meeting Minutes**

Council approved the Minutes of the Full Town Council meeting on the 16th February 2026

Proposed Cllr Bulmer Seconded Cllr Eggins
Unanimous

Resolved: For Council to approve the Full Council January 16th minutes

2026/32 **Committee Meeting Minutes**

Council noted the:

- **F&A** meeting January 20th was cancelled and that minutes from the Extraordinary F&A meetings for 16th March will be submitted for noting at Full Council in due course
- **A&E** minutes from the meeting 17th March '26 will be submitted for noting at Full Council in due course.
- **HR** minutes for 10th December were omitted from pack and will be presented to Full Council April 20th meeting.

2026/33 **Quarterly Checklist**

Council noted the quarterly budget report for the period 1st October to 31st December.

2026/34 **Financial Checks**

a) February 2026 payments list

Council noted the February 2026 payments list

b) Bank Reconciliations: February 2026

Council noted the bank reconciliation statements for February 2026

Credit was given to the Finance Officer by Councillors for her excellent work

Section 2 Items To Note

2026/35 **Mayor's Updates and Announcements**

The Mayor provided the following announcements:

- A Former Chard Town Council Mayor Tony Pryor (Mayor **1983–85**, **2004–05**, with **32 years** service has died. His funeral will be held on the 17th April 2026 at 12.00
- Congratulated Chard Together on their successful event Saturday 21st March
- A new High Sheriff Peter has been installed with a focus on children and SEND;

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- Mayor's Ball tickets are available to raise funds for **Newsline** and **Scouting Movement.**

2026/36 Chief Executive & Town Clerk Oral Updates

The Chief Executive & Town Clerk provide the Council with updates on the following:

- CCTV and anti-social behaviour
- The Somerset County flooding report obtained via FOI and presently confidential and under review prior coming back to Full Council.
- Finance & Audit Committee meeting:
    - committee recommended allocating up to **£500,000** to earmarked reserves. This is excellent news for the community and projects. This is discussed in more detail in Section 3 of the agenda.
    - Regalia repair: specialist quote due to rising gold prices is estimated **£1,500** plus VAT; recommendation to transfer funds to the regalia budget and re-evaluate asset value. This is discussed in more detail in Section 3 of the agenda.
    -
- Youth services and play areas

2026/37 Reports from Councillors On External Bodies

Council received oral reports from the following:

- Chard Museum: Cllrs Hassan & J Kenton
- Somerset Association of Local Councils: Cllr Bates
- Town Team: Cllrs A Kenton & Hassan
- Allotment Association Forum: Cllrs Baker & Hassan
- Chard Area Resilience Group (CARG): Cllr Hussey
- Chard Town Council Youth Council: Cllrs Baker, Hussey & Richter

Section 3 – Items For Discussion & Decision

2026/38 Items brought forward from Finance & Audit Committee

Recommendation: It is recommended that Full Council approve the list below for transfers to EMRs

- Sports & Changing Facilities – £100,000
- Play Equipment – £100,000
- Civic Regalia – £25,000
- Guildhall Sinking Fund – £100,000
- Cemetery Sinking Fund – £75,000
- MUGA – £50,000
- Play Areas – £100,000

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Proposed: Councillor Baker Seconded: Councillor Eggins
Unanimous

Resolved: To approve the list above of transfers to EMR's with one amendment; Play areas amount from £50,000 to £100,00.

2026/39 Mayor's Regalia

A specialist quote has been received. Due to rising gold prices is estimated **£1,500** plus VAT.
It is recommended to transfer this amount from the General Fund to the regalia budget.

Proposed: Councillor Eggins Seconded: Councillor O'Brien
Unanimous

Resolved: To transfer the cost of the regalia repairs to the Regalia Budget

Standing Orders were suspended
Proposed: Councillor Eggins Seconded: Councillor Tribble
Unanimous
Resolved: To suspend standing orders

Mr Baker provided a short presentation on the updates of The Hive (Young people's Centre)

Standing Orders were reinstated

Proposed: Councillor Eggins Seconded: Councillor Bulmer
Unanimous
Resolved: To re-instate standing orders

2026/40 The Hive (Young People's Centre): A brief presentation from Mr. Baker & review of the Service Level Agreement (SLA)

The Chief Executive & Town Clerk reported the Service Level Agreement will be delayed to accommodate partner insight.

Council noted Mr Baker's presentation.

Recommendation: To give authority to the Chief Executive & Town Clerk to liaise with The Hive committee with a view to minor amendments to changing operating practices that are a result of the success of the youth provision.

Proposed: Councillor Eggins Seconded: Councillor Bulmer
Unanimous
Cllr Baker did not vote.

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Resolved: To give authority to the Chief Executive & Town Clerk to liaise with The Hive committee with a view to minor amendments to changing operating practices that are a result of the success of the youth provision.

2026/41 Insurance Pre- Review Declaration

The Chief Executive & Town Clerk went through the insurance pre-review declaration statement questions. All councillors present replied 'No' to each question.

Cllr Watson gave apologies and left at 19.45

2026/42 Bath St. Toilets

For Council to consider a rolling maintenance programme for Bath St Toilets.

Proposed: Councillor Baker Seconded: Councillor Bulmer
Unanimous

Resolved: To:

a) Initially £3,000 be transferred from the General Fund from the first week of the new financial year to a Bath St Toilet Budget line.

and

b) For the situation to be monitored with an update report to be submitted the A&E Committee

2026/43 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 Richter Seconded: Councillor Eggins
Unanimous

Resolved: For council to exclude the press and public in accordance with Section 100A (4) of the Local Government Act 197 as agenda item 2026/44 will include the consideration of exempt information as defined in the respective paragraph of Part 1 of Schedule 12A of the Act

2026/44 Staffing Matters

Council noted the confidential oral updates from the Chief Executive & Town Clerk in relation to long term sickness of staff.

2026/45 Date Of Next Meeting

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Council noted the next Full Chard Town Council meeting is Monday 20th April 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 8.06 p.m.

Date: **Signed:**

Draft

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

Minutes: Extraordinary Meeting Finance & Audit

Finance & Audit Committee held on **Monday 16th March 2026** at 19.00pm in The Guildhall, Fore Street, Chard TA20 1PP

Councillors Present: Cllr Baker, Cllr Eggins, Cllr A Kenton, Cllr J Kenton, & Williams (Chair),

Officers Present:
Chief Executive & Town Clerk, David Bell; Teresa Turnbull Finance Officer.

Section1 Standing Items:

2025/01 Apologies for absence
Apologies were received from Cllr Bulmer

2025/02 Declarations of interest
No declarations were made

2025/03 Committee Meeting Minutes

Proposed Cllr Eggins Seconded Cllr J Kenton
Unanimous

Resolved: To approve minutes for Finance & Audit Committee meeting of the 2nd December 2025

Section 2: Items For Noting

2025/04 Bank Reconciliation Statement: February 2026
Committee noted the February statements provided.

2025/05 February 2026 Payments List
Committee noted the February 2026 payments list will be submitted to Full Council.

2025/06 Internal Audit Arrangements
Committee noted the oral update provided. To be referred to Full Council for decision on the contract.

2025/07 Project End Of Year Report
Committee noted the **projected** End of Year Report.

2025/08 Insurance Consideration Renewal

Committee noted the Council's insurance current contract providers, was renewed for a three-year period with effect from 1 April 2024 and remains in place. Further that negotiations are taking place to review levels of cover and renewal

Section 3: Items For Discussion And Decision

2026/09 Ear Marked Reserves

It was resolved to recommend to Full Council to allocate up to £500,000 to the following Earmarked Reserves (EMRs):

- Sports & Changing Facilities – £100,000
- Play Equipment – £100,000
- Civic Regalia – £25,000
- Guildhall Sinking Fund – £100,000
- Cemetery Sinking Fund – £75,000
- MUGA – £50,000
- Play Areas – £50,000

Proposed Cllr J Kenton Seconded Cllr T Eggins
Unanimous

2026/10 Virements To Budget Lines

Recommendation 1 - Jocelyn Ward Election Costs

Proposed Cllr Eggins Seconded Cllr A Kenton
Unanimous

Resolved: To recommend to Full Council to approve a virement of £4,105.31 from the General Fund to the Election Costs budget line to cover the shortfall and enable payment of the invoice

Recommendation 2 - Mayor's Charity Income

Proposed Cllr J Baker Seconded Cllr J Kenton
Unanimous

Resolved: To approve the virement of £670.86 from the General Fund to the Mayor's Charity Income account to facilitate payment to the Mayor's nominated charitable beneficiaries for 2024/25

2026/11 Community Grants

Consideration of grant applications from Chard Cricket Club and Citizens Advice Somerset

Recommendation:

Proposed Cllr Eggins Seconded Cllr Baker

Unanimous

Resolved: To approve the unanimous recommendations of the Grants Sub-Committee to grant the sum of £1000 to Chard Cricket Club & Citizens Advice Somerset.

2026/12 Date of Next Meeting

Committee noted the date of the next Finance & Audit Committee meetings as being 14th April 2026

There being no other business the Vice Chair thanked people for attending and closed the meeting at 7.48 p.m.

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Vice Chair: **Date:**

Cllr Williams

Chard Town Council

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Mayor: Cllr Victoria Bates
Chief Executive & Town Clerk: David Bell

MINUTES

Minutes of the meeting of the **Amenities and Events Committee** held on **Tuesday 17th March 2026 at 7pm** in the Guildhall, Fore Street, Chard TA20 1PP.

Present: Councillors; Baker (Chair), Eggins, Hussey, A Kenton, J Kenton.

In Attendance: Deputy Clerk & Operations Manager Kevin Dyer & Events Manager Tim Bickham

Section 1 – Standing Items

2026/18 **Apologies for Absence**

Apologies were received from Cllrs Bulmer, Hassan, Richter, Shortland & Williams

Apologies were unanimously accepted.

2026/19 **Declarations of Interest**

There were no declarations of interest made.

2026/20 **Committee Meeting Minutes**

Committee approved the minutes for 10th February:

Proposed: Cllr Eggins Seconded Cllr Hussey
Unanimous
Resolved for the 10th February 2026 minutes to be approved.

Section 2 – Items To Note

2026/21 **Operations & Events Updates**.

Cllr Eggins left the meeting at 19.15 for 10 mins while discussions took place regarding the Community Hub Café and returned at 19.25

Committee received and noted an oral update from the Operations Manager in regard to the recent developments relating to the guildhall and events and in regard to the last informal held relating to the Guildhall.

Committee discussed the following elements:

1. Pricing structure

2. Process for booking events taking into account both Community & Business bookings
3. Required staffing
4. Markets
5. Types of events required

Pricing Structure for the Guildhall

Proposed: Cllr J Kenton Seconded Cllr A Kenton
For: 3 Against:2

Resolved: For Committee to recommend to Full Council the following draft pricing structure:

Tiers	Auditorium Existing	Auditorium New	Town Hall Existing	Town Hall New
Tier 1 Existing current set up	£27.50	£30	£15	£17.50
Tier 2 No set up required or equipment	n/a	£25	n/a	£12.50
Tier 3 Civic Events.		free		free

Section 3 –Items For Decision

2026/22 Chard and Ilminster Cycle Path

Committee noted it is still suggested that a joint responsibility and maintenance of the Chard & Ilminster cycle path is undertaken but, given the status, responsibility cannot be devolved yet, whereas it would be possible to fund and undertake the Chard length within a "devolved" task.

Committee considered the 2 alternative recommendations:

a) Consider a recommendation to Full Council to complete the work on Chard length at the expense of the Chard Town Council

b) Decline further consideration until 'devolution' tasks are confirmed

Proposed: Cllr Baker Seconded A Kenton
Unanimous

"Proposal to hold a joint meeting with representatives from Ilminster, Donyatt, Chaffcombe, Knowles St Giles to reach an agreement on maintenance and funding for the Cycle Path. Kevin to arrange.
Officers to investigate legal/competence issues regarding providing services to other councils without proper delegation.
Plan to update Committee on project manager recruitment and project progress at the next meeting on April 7th.

Resolved: For Committee to:

- Recommend to Full Council to complete the work on Chard length at the expense of the Chard Town Council
- Investigate holding a joint meeting with representatives from Ilminster, Donyatt, Chaffcombe, Knowles St Giles to reach an agreement on maintenance and funding for the Cycle Path. Which the Operations Manager will arrange.
- To investigate providing services to other councils.
- Plan to update committee on project manager recruitment and project progress at the next meeting on April 7th.

2026/23 Date of next meeting

Committee noted the next meeting of the A&E Committee is **Tuesday 7th April 2026** in The Guildhall, Fore Street, Chard TA20 1PP commencing at 7pm.

The Chair thanked all for attending the meeting. The meeting closed at 20.33.

Signed: Date:

INTERNAL AUDIT CHECK LIST

	Chard Town Council			Financial Period - 25-26 Quarter 4 (1 January -31 March)
		Tick	Initials	Any comments
	AUDIT CHECK LIST:			
1	**INCOME**			
	Check income on bank statement against:	✓	DMB	
	Paying in book	✓	DMB	
	Invoices	✓	DMB	
2	**EXPENDITURE**			
	Check expenditure on accounts list against:	✓	DMB	
	Invoices & Vouchers	✓	DMB	
	Bank Statement	✓	DMB	
3	**TRANSFERS**			
	Check bank transfers against:	✓	DMB	
	Bank statements	✓	DMB	
	Are they justified?	✓	DMB	
4	**SALARIES, PENSION & PAYE**	✓	DMB	
	Check amounts on wage, pension and HMRC sheets against	✓	DMB	
	the bank statement	✓	DMB	
5	**BANK RECONCILIATION**	✓	DMB	
	Check that cash book balances have been reconciled to bank balances as per bank statements	✓	DMB	
6	**VAT**	✓	DMB	
	Check that the VAT has been reclaimed quarterly	✓	DMB	
	Signed: DBulmer Cllr. D Bulmer Date checked 02.04.26			

Payment list -March 2026

Voucher No.	Date	Supplier	Description	Net	VAT	Total
917	31.03.2026	Printmytickets	Ticket book	£19.82	£3.97	£23.79
916	31.03.2026	Lloyds bank	Bank/Service charges	£27.30	£0.00	£27.30
915	31.03.2026	Boston Seeds	Plants	£151.66	£30.33	£181.99
912	31.03.2026	Tudor environmental	PPE	£135.74	£0.00	£135.74
911	31.03.2026	Olive Tree Training	Training	£345.00	£0.00	£345.00
910	30.03.2026	SUM UP	Sumup fees	£4.10	£0.00	£4.10
909	30.03.2026	The Graphics Factory	Signs	£295.67	£59.13	£354.80
908	30.03.2026	Kelly's Donkeys	Event-Performer	£350.00	£0.00	£350.00
907	30.03.2026	Kings Group Ltd	Youth Centre -Refurbishment	£8,951.00	£1,790.20	£10,741.20
906	30.03.2026	Thomas Fattorini Ltd	Regalia repair	£3,752.27	£750.45	£4,502.72
905	30.03.2026	Thomas Fattorini Ltd	Regalia	£1,500.00	£300.00	£1,800.00
904	30.03.2026	Thermo-Fix Ltd	Heating works	£3,549.80	£709.96	£4,259.76
903	30.03.2026	AF-Connect	Broadband	£98.99	£19.80	£118.79
902	30.03.2026	Rheos Environmental Consulting Ltd	Flood investigation work	£560.00	£0.00	£560.00
901	30.03.2026	Danfo (UK) Ltd	Bath Street toilets -Cleaning tender	£1,234.72	£246.94	£1,481.66
900	30.03.2026	GW Machinery Services	Vehicle maintenance	£170.00	£34.00	£204.00
899	30.03.2026	Dinomania Ltd	Event-Performer	£1,100.00	£220.00	£1,320.00
898	30.03.2026	Gazeboshop	Gazebo canopy	£295.57	£59.11	£354.68
897	30.03.2026	Hutchinson Marketing Ltd -Recruitment Today	RFO Recruitment	£270.00	£54.00	£324.00
896	30.03.2026	Scribe	Legal & Professional fees	£129.00	£25.80	£154.80
895	30.03.2026	NALC	Job Advertisment	£300.00	£60.00	£360.00
894	27.03.2026	Chard Town Council	Payroll -Salaries	£30,015.23	£0.00	£30,015.23
893	30.03.2026	Tudor environmental	PPE	£273.45	£0.00	£273.45
892	30.03.2026	Amazon	Equipment	£29.99	£6.00	£35.99
891	30.03.2026	Amazon	Office equipment	£32.29	£6.47	£38.76
890	30.03.2026	Coomber Security Systems Ltd	Security systems	£50.00	£10.00	£60.00
889	30.03.2026	Eagle Plant	Equipment hire	£19.20	£3.84	£23.04
888	30.03.2026	Never such innocense	Mayors charitable donation	£250.00	£0.00	£250.00
887	30.03.2026	Fern Garden & Tree Services	Arboriculture	£2,975.00	£595.00	£3,570.00
886	30.03.2026	Fern Garden & Tree Services	Arboriculture	£632.50	£126.50	£759.00
885	30.03.2026	Citizens Advice Somerset	Community Grant	£1,000.00	£0.00	£1,000.00
884	30.03.2026	Chard Cricket Club Ltd	Community Grant	£1,000.00	£0.00	£1,000.00
883	30.03.2026	CHG South West Ltd	Call out - Plumbing issue	£75.00	£15.00	£90.00
882	30.03.2026	CHG South West Ltd	Call out - Plumbing issue	£198.74	£39.75	£238.49
881	30.03.2026	MYCLEAN	Janitorial	£234.04	£46.81	£280.85
880	30.03.2026	Veolia	Waste collection	£140.41	£28.08	£168.49
879	30.03.2026	Comic Relief	Charity donations	£379.71	£0.00	£379.71
878	30.03.2026	New Skills Academy	Training	£40.99	£0.00	£40.99
877	25.03.2026	Power Shoes	Key cutting	£4.17	£0.83	£5.00
876	25.03.2026	Vodafone	Mobile phones	£79.77	£15.95	£95.72
875	23.03.2026	SUM UP	Sumup fees	£0.19	£0.00	£0.19
874	20.03.2026	Somerset Council	The Guildhall -Gambling Licence	£300.00	£0.00	£300.00
872	19.03.2026	Tesco	Comic relief event	£42.75	£8.55	£51.30
871	19.03.2026	Lidl	Comic relief event	£23.17	£4.63	£27.80
870	16.03.2026	WME	Guildhall Gas	£1,627.32	£325.46	£1,952.78
869	18.03.2026	Seavington Girlguiding	Mayors charitable donation	£325.00	£0.00	£325.00
868	18.03.2026	Somerset Council	Election costs	£6,974.75	£0.00	£6,974.75
867	18.03.2026	Sully Family Discretionary Trust c/o	Allotment lease payment	£1,500.00	£0.00	£1,500.00
866	18.03.2026	RIALTAS	IT	£35.00	£7.00	£42.00
865	18.03.2026	The Graphics Factory	Signs	£196.75	£39.35	£236.10
864	18.03.2026	Vera Courinha Marques	Community Connector Conversation	£30.00	£0.00	£30.00
863	18.03.2026	Chard Digital Print	Printing services	£45.00	£0.00	£45.00
862	18.03.2026	Amazon	Advertising	£41.66	£8.33	£49.99
861	18.03.2026	Amazon	Stationery	£24.56	£4.92	£29.48
860	18.03.2026	Amazon	Advertising	£48.40	£9.68	£58.08
859	18.03.2026	Danfo (UK) Ltd	Bath Street toilets -Cleaning tender	£1,234.72	£246.94	£1,481.66
858	18.03.2026	The Hive Young People's Centre	Mayors Charity fundraising payment	£335.43	£0.00	£335.43
857	18.03.2026	Chard Carers	Mayors Charity fundraising payment	£335.43	£0.00	£335.43
856	18.03.2026	Bartlett Park Garage	Vehicle maintenance	£50.00	£0.00	£50.00
855	18.03.2026	The Blackmore Vale Ltd	Advertising	£130.00	£26.00	£156.00
854	18.03.2026	JEWSON	Grounds maintenance	£244.04	£48.81	£292.85
853	18.03.2026	Breakthrough Communications	HR & Governance support	£2,220.00	£444.00	£2,664.00
852	18.03.2026	Aro	Mobile phones	£25.00	£5.00	£30.00
851	18.03.2026	VIKING	Stationery	£250.25	£41.35	£291.60
850	18.03.2026	Scribe	Cemetery subscription	£57.00	£11.40	£68.40
849	18.03.2026	Scribe	Scribe subscriptions	£230.00	£46.00	£276.00
848	18.03.2026	1ST OFFICE	Rental -Photocopier	£256.44	£51.29	£307.73
847	18.03.2026	Smyth Pest Control	The Hive -Pest Control	£330.00	£66.00	£396.00
846	18.03.2026	Aquaid	Water	£29.99	£6.00	£35.99
845	18.03.2026	Bartlett Park Garage	Vehicle maintenance	£108.16	£21.63	£129.79
844	18.03.2026	E.ON	Young Peoples Centre -Gas	£22.74	£1.14	£23.88
843	18.03.2026	AF-IT	IT	£350.00	£70.00	£420.00
842	18.03.2026	AF-IT	IT	£500.40	£100.08	£600.48
841	18.03.2026	AF-Connect	IT	£96.97	£19.39	£116.36
840	18.03.2026	Fuel Genie	Fuel	£77.15	£15.43	£92.58
839	17.03.2026	Lloyds bank	Bank/Service charges	£18.86	£0.00	£18.86
838	17.03.2026	WME	Boden Street Electricity	£41.11	£2.06	£43.17
837	17.03.2026	WME	Cemetery Electricity	£194.84	£9.74	£204.58
836	17.03.2026	WME	Recreational Ground Electricity	£131.77	£6.59	£138.36
835	17.03.2026	WME	Recreational Ground Electricity	£74.97	£3.75	£78.72
834	17.03.2026	WME	Guildhall Electricity	£1,795.31	£359.06	£2,154.37
833	17.03.2026	WME	Guildhall Electricity	£49.66	£9.93	£59.59
832	17.03.2026	WME	Guildhall Electricity	£47.45	£9.49	£56.94
831	17.03.2026	WME	Guildhall Electricity	-£49.91	-£9.98	-£59.89
830	16.03.2026	SUM UP	Sumup fees	£0.73	£0.00	£0.73
829	16.03.2026	HMRC	PAYE & NI Payment	£11,195.93	£0.00	£11,195.93
828	16.03.2026	Somerset Council Pension Fund	Pension Payment	£8,902.07	£0.00	£8,902.07
827	16.03.2026	EE	Mobile phones	£41.69	£8.34	£50.03
826	13.03.2026	TV Licencing	The Guildhall --TV Licence	£174.50	£0.00	£174.50
825	13.03.2026	Octopus energy	Youth Centre -Utilities	£398.15	£19.90	£418.05
823	02.03.2026	Veolia	Waste collection	£168.25	£33.65	£201.90
822	10.03.2026	Comic Relief	Comic relief noses	£64.99	£0.00	£64.99
821	09.03.2026	SUM UP	Sumup fees	£1.28	£0.00	£1.28
820	03.03.2026	Codex Associates	Advertising	£180.00	£0.00	£180.00
819	03.03.2026	Lloyds bank	Bank/Service charges	£22.90	£0.00	£22.90
818	03.03.2026	TV Licencing	The Hive -TV Licence	£43.64	£0.00	£43.64
817	02.03.2026	ZOOM	Monthly subscription	£12.99	£0.00	£12.99
816	02.03.2026	SUM UP	Sumup fees	£1.16	£0.00	£1.16
			Petty Cash			
873	19.03.2026	Postage	Post Office	£4.30	£0.00	£4.30
824	02.03.2026	Market -Refreshments	Sainsburys	£5.29	£1.06	£6.35
815	05.03.2026	Hirers refreshments	Sainsburys	£12.52	£2.51	£15.03

Chard Town Council
The Guildhall
Fore Street
Chard
United Kingdom
TA20 1PP

Your Account

Sort Code 30-99-50
Account Number 54960560

BUSINESS ACCOUNT

01 March 2026 to 31 March 2026

Money In	£119,190.02	**Balance on 01 March 2026**	£16,051.71
Money Out	£109,830.11	**Balance on 31 March 2026**	£25,411.62

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
02 Mar 26	[redacted]	FPI	93.54		16,145.25
02 Mar 26		FPI	31.00		16,176.25
02 Mar 26		DD		201.90	15,974.35
02 Mar 26		DEP	346.35		16,320.70
02 Mar 26		FPI	52.50		16,373.20
02 Mar 26		FPI	170.00		16,543.20
02 Mar 26		FPI	257.00		16,800.20
02 Mar 26		FPI	159.75		16,959.95
02 Mar 26		FPI	54.47		17,014.42
02 Mar 26		DEB		12.99	17,001.43
03 Mar 26		BGC	150.00		17,151.43
03 Mar 26		DD		43.64	17,107.79
03 Mar 26		FPI	17.91		17,125.70
03 Mar 26		PAY		22.90	17,102.80
03 Mar 26		DEB		180.00	16,922.80
04 Mar 26		FPI	58.00		16,980.80

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LLOYDS

BUSINESS ACCOUNT

Sort Code 30-99-50
Account Number 54960560

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
05 Mar 26	[redacted]	FPI	369.60		17,350.40
05 Mar 26		FPI	117.15		17,467.55
06 Mar 26		BGC	227.15		17,694.70
09 Mar 26		BGC	262.50		17,957.20
09 Mar 26		FPI	26.25		17,983.45
09 Mar 26		FPI	96.90		18,080.35
09 Mar 26		FPI	49.72		18,130.07
10 Mar 26		BGC	6,182.80		24,312.87
10 Mar 26		FPI	460.01		24,772.88
10 Mar 26		DEB		64.99	24,707.89
11 Mar 26		FPI	452.00		25,159.89
11 Mar 26		FPI	27.73		25,187.62
12 Mar 26		BGC	176.25		25,363.87
12 Mar 26		FPI	642.00		26,005.87
12 Mar 26		FPI	42.31		26,048.18
13 Mar 26		DD		418.05	25,630.13
13 Mar 26		TFR	20,000.00		45,630.13
13 Mar 26		FPI	476.27		46,106.40
13 Mar 26		DEB		174.50	45,931.90
16 Mar 26		DD		50.03	45,881.87
16 Mar 26		DD		20,098.00	25,783.87
16 Mar 26		DEP	621.70		26,405.57

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LLOYDS

BUSINESS ACCOUNT

Sort Code 30-99-50
Account Number 54960560

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
16 Mar 26	[redacted]	FPI	170.00		26,575.57
16 Mar 26		FPI	42.18		26,617.75
17 Mar 26		DD		4,628.62	21,989.13
17 Mar 26		PAY		18.86	21,970.27
18 Mar 26		DD		92.58	21,877.69
18 Mar 26		DD		2,696.23	19,181.46
18 Mar 26		DD		3,833.71	15,347.75
18 Mar 26		DD		10,929.06	4,418.69
18 Mar 26		TFR	14,000.00		18,418.69
19 Mar 26		FPI	321.00		18,739.69
19 Mar 26		DEB		27.80	18,711.89
19 Mar 26		DEB		51.30	18,660.59
20 Mar 26		FPI	15.00		18,675.59
20 Mar 26		DEB		300.00	18,375.59
23 Mar 26		FPI	43.44		18,419.03
23 Mar 26		BGC	384.00		18,803.03
23 Mar 26		FPI	231.65		19,034.68
23 Mar 26		FPI	11.81		19,046.49
23 Mar 26		FPI	349.50		19,395.99
24 Mar 26		BGC	170.00		19,565.99
24 Mar 26		FPI	108.00		19,673.99
25 Mar 26		DD		95.72	19,578.27

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LLOYDS

BUSINESS ACCOUNT

Sort Code 30-99-50
Account Number 54960560

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
25 Mar 26	[redacted]	FPI	178.75		19,757.02
25 Mar 26		DEB		5.00	19,752.02
26 Mar 26		FPI	452.00		20,204.02
26 Mar 26		TFR	30,000.00		50,204.02
26 Mar 26		DEP	396.46		50,600.48
27 Mar 26		BP	58.00		50,658.48
27 Mar 26		DD		30,015.23	20,643.25
27 Mar 26		FPI	15.00		20,658.25
27 Mar 26		FPI	27.73		20,685.98
30 Mar 26		FPI	117.15		20,803.13
30 Mar 26		DEB		40.99	20,762.14
30 Mar 26		DEB		379.71	20,382.43
30 Mar 26		DD		168.49	20,213.94
30 Mar 26		DD		7,619.58	12,594.36
30 Mar 26		CPT		60.00	12,534.36
30 Mar 26		FPO		360.00	12,174.36
30 Mar 26		FPO		154.80	12,019.56
30 Mar 26		FPO		324.00	11,695.56
30 Mar 26		FPO		354.68	11,340.88
30 Mar 26		FPO		1,320.00	10,020.88
30 Mar 26		TFR	40,000.00		50,020.88
30 Mar 26		FPO		204.00	49,816.88

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LLOYDS

BUSINESS ACCOUNT

Sort Code 30-99-50
Account Number 54960560

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
30 Mar 26	[redacted]	FPO		1,481.66	48,335.22
30 Mar 26		FPO		560.00	47,775.22
30 Mar 26		FPO		118.79	47,656.43
30 Mar 26		FPO		4,259.76	43,396.67
30 Mar 26		FPO		6,302.72	37,093.95
30 Mar 26		FPO		10,741.20	26,352.75
30 Mar 26		FPI	210.90		26,563.65
30 Mar 26		FPO		350.00	26,213.65
30 Mar 26		FPO		354.80	25,858.85
31 Mar 26		FPI	226.00		26,084.85
31 Mar 26		FPI	40.59		26,125.44
31 Mar 26		FPO		345.00	25,780.44
31 Mar 26		FPO		135.74	25,644.70
31 Mar 26		PAY		27.30	25,617.40
31 Mar 26		DEB		23.79	25,593.61
31 Mar 26		DEB		181.99	25,411.62

Transaction types

BGC Bank Giro Credit
BP Bill Payments
CHG Charge
CHQ Cheque
COR Correction
CPT Cashpoint
DD Direct Debit
DEB Debit Card
DEP Deposit
FEE Fixed Service
FPI Faster Payment In
FPO Faster Payment Out
MPI Mobile Payment In
MPO Mobile Payment Out
PAY Payment
SO Standing Order
TFR Transfer

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LLOYDS BANK

Commercial Instant Access Account Statement

Printed: 01 April 2026

Chard Town Council
The Guildhall
Fore Street
Chard
United Kingdom
TA20 1PP

Sort code 30-99-50 Account number 64985068
BIC: LOYDGB21287 IBAN: GB07 LOYD 3099 5064 9850 68

The data shown on your statement was correct at the time of printing. Please remember, this isn't an official bank copy.

Please check your statement. If you think that something looks incorrect, please call us on 0345 072 5555 Monday to Friday 8am to 6pm, Saturday 9am to 2pm (+44 (0) 1733 347 338, from outside the UK). Or Textphone 0345 601 6909.

Date	Description	Type	In (£)	Out (£)	Balance (£)
30 Mar 26	[redacted]	TFR		40000.00	936393.61
26 Mar 26		TFR		30000.00	976393.61
18 Mar 26		TFR		14000.00	1006393.61
13 Mar 26		TFR		20000.00	1020393.61
09 Mar 26			736.53		1040393.61

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Eligible deposits with us are protected by the Financial Services Compensation Scheme (FSCS). We are covered by the Financial Ombudsman Service (FOS). Please note that due to FSCS and FOS eligibility criteria not all business customers will be covered. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk/.

nationwide

Summary for 31 Mar 2025 - 31 Mar 2026	
Start Balance	370,256.64
Total In	6,079.82
Total Out	0.00
End Balance	376,336.46

Private & Confidential
Attn of The Councillors
Chard Town Council
The Guildhall
Chard
Somerset
United Kingdom
TA20 1PP

		Account Number	90004593
		Statement Number	21
Client Name	Chard Town Council	Currency	Sterling
Account Type	Business Instant Saver Issue 9 - Annual	Interest Rate as at 31 Mar 2026	1.50%

Date	Description	Details	Payments	Receipts	Balance
31 Mar 2025	Start Balance				370,256.64
31 Mar 2026	Interest Credited	For the period 01 Apr 2025 to 31 Mar 2026		6,079.82	376,336.46
31 Mar 2026	End Balance				376,336.46

The deposits in this account are eligible for protection under the Financial Services Compensation Scheme (FSCS)

Please find enclosed a copy of the FSCS Information Sheet and Exclusion List which provides information about the Financial Services Compensation Scheme and the protection that it provides.

Interest paid during the period 1 April 2025 to 31 March 2026 £ 6,079.82

If you have a Notice or Instant Access account, you can pay in as often as you like. Just check your terms and conditions to find out the minimum payment and maximum balance for your account type. You can find out how to make a payment on the back of this statement.

nationwide

Summary for 31 Mar 2025 - 31 Mar 2026	
Start Balance	164,773.18
Total In	2,705.67
Total Out	0.00
End Balance	167,478.85

Private & Confidential
Attn of The Councillors
Chard Town Council
The Guildhall
Chard
Somerset
United Kingdom
TA20 1PP

		Account Number	90010611
		Statement Number	21
Client Name	Chard Town Council	Currency	Sterling
Account Type	Business Instant Saver Issue 9 - Annual	Interest Rate as at 31 Mar 2026	1.50%

Date	Description	Details	Payments	Receipts	Balance
31 Mar 2025	Start Balance				164,773.18
31 Mar 2026	Interest Credited	For the period 01 Apr 2025 to 31 Mar 2026		2,705.67	167,478.85
31 Mar 2026	End Balance				167,478.85

The deposits in this account are eligible for protection under the Financial Services Compensation Scheme (FSCS)

Please find enclosed a copy of the FSCS Information Sheet and Exclusion List which provides information about the Financial Services Compensation Scheme and the protection that it provides.

Interest paid during the period 1 April 2025 to 31 March 2026 £ 2,705.67

If you have a Notice or Instant Access account, you can pay in as often as you like. Just check your terms and conditions to find out the minimum payment and maximum balance for your account type. You can find out how to make a payment on the back of this statement.

Chard Town Council

Prepared by: Teresa Turnbull -Finance Officer Date: 07/04/26

Name and Role (Clerk/RFO etc)

Approved by: Cllr Dave Bulmer Date: 08/04/26

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/03/2026			
	Cash in Hand 01/04/2025			1,148,934.26
	ADD			
	Receipts 01/04/2025 - 31/03/2026			1,353,882.40
				2,502,816.66
	SUBTRACT			
	Payments 01/04/2025 - 31/03/2026			996,892.28
A	**Cash in Hand 31/03/2026** (per Cash Book)			**1,505,924.38**
	Cash in hand per Bank Statements			
	Lloyds Current A/c	31/03/2026	25,411.62	
	Lloyds Instant Deposit	31/03/2026	936,393.61	
	Petty Cash Account	31/03/2026	303.84	
	Nationwide Instant Saver 9000	31/03/2026	376,336.46	
	Nationwide Instant Saver 90010	31/03/2026	167,478.85	
				1,505,924.38
	Less unpresented payments			
				1,505,924.38
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**1,505,924.38**
	A = B Checks out OK			

Created by Scribe

1. WATCH: Excerpt form a completed Community Grant application: (WATCH have been informed this application falls outside the Community Grant scheme via e-mail and telephone.)

“Our project is to invest in a minibus to create greater transport opportunities for our members and other organisations in the Chard area. We aim for the purchase of the vehicle to take place before 2027, with a timescale of at least five years of use (and to include regular maintenance and upkeep).

We work closely with other organisations in Chard and have done for 16 years. Our intention is to share the resource of the minibus with other organisations in order to increase accessibility for groups in the Chard area.

For instance, the Carers Group using the minibus for day trips; the Hive Youth Centre using it for activities in our area; and our members using the vehicle to get out into nature at one of 25 farms on the Blackdown Hills.

Mental health challenges are growing in our area, especially for young people; statistics from Somerset Council show that there are more than 18,000 people aged 16 to 24 who are economically inactive, of which 83% are not actively seeking a job due to ill health. We know that there is strong demand for transport provision of this kind. Many of our own members do not drive and cannot afford to; public transport is limited and the expense of it can be isolating.

Those who will benefit from this investment include: individuals with mental health difficulties, carers, lone parents, migrant workers, the LGBTQ+ community, elderly and disabled, and economically inactive individuals.

We have already engaged in discussions with other organisations about helping us to achieve our goal; for instance, Gillingham Grange Care Home has agreed in principle to siting the vehicle.

Our total cost for the project is £30,000. This would cover the cost of the minibus itself. We haven’t applied for estimates yet and will be putting together a project plan in due course. The funding would be matched with £14,000 we have already secured from the Clothworkers Foundation, which mitigates the risk for Chard Town Council. We are applying for other grants to help with the maintenance of

the vehicle and looking to secure volunteer drivers once the vehicle has been purchased.

We are currently exploring sponsorship opportunities with local businesses, which would allow for branding on the minibus in exchange for donations in kind – such as MOT costs and fuel and insurance costs. “

SOMERSET BUILDING
Preservation Trust

2. Somerset Building Preservation Trust

Summary

Somerset Building Preservation Trust (SBPT) requests £9,910 (inclusive of VAT) to complete essential Phase 2 asbestos removal at 9 Fore Street. This urgent work resolves a health and safety risk, unlocking the roof space for vital scheme development and historical research. Your support will ensure the regeneration of this Grade I historic building in the centre of Chard continues for the community.

About SBPT and the Saving No. 9 Fore Street Project

SBPT is a charity whose mission since 1988 is to give new life to Somerset's most 'at risk' historic buildings and turning them into sustainable community uses. SBPT has a proven track record of securing significant national investment for Somerset's heritage assets, and has completed nine successful projects to date. We have chosen to focus our efforts in Chard, because 9 Fore Street is an exceptionally important building and central to the town's identity, bringing with it the opportunity to contribute to Chard's regeneration.

Through our Saving No.9 project, SBPT is working to conserve and regenerate 9 Fore Street. (Grade I listed building on Historic England's Heritage at Risk Register and situated in Chard Conservation Area.)
The aim is to conserve and adapt 9 Fore Street, bringing the whole building back into active use for generations to come. Since taking the lease from Somerset Council in May 2023, SBPT has made significant progress. Over the two financial years to June 2025, we brought in total grant income of approximately £170,000 for the project. This shows the substantial level of investment we have secured so far for the 9 Fore Street project, thanks to the support of partners like yourselves, Historic England, the Architectural Heritage Fund and Somerset Council

Our vision for 9 Fore Street includes a shop, workshops and accommodation, in a scheme that we believe would benefit the high street. Our work has established three potential future occupiers who we are working with alongside our design team led by THREAD architects. We feel the multi-use scheme supports the objectives of the Chard Community Plan in relation to town centre regeneration, heritage and bringing buildings back into active community use.

Of course, the building is known for its vaulted Courtroom, but recent opening up works have revealed more history and treasures. We were thrilled to uncover a

17th century wall painting of national significance, among other important features. We look forward to continuing with the project, building on what has been achieved so far.

Funding Phase 2 asbestos removal

We are really keen to keep this momentum going, but we've reached a point where we cannot move forward without addressing the remaining asbestos. Asbestos is present throughout the building, and we successfully dealt with the bulk of it in 2024 through Phase 1 (funded by the HSHAZ). Funding constraints left the loft unfinished.

Support from Chard Town Council for Phase 2 will unlock the roof space and allow the project to continue. This phase is critical because:

- Urgent Health & Safety: A loose hatch seal risks disturbing asbestos, which could enter safe, public areas and this loft asbestos needs to be safely removed.
- Unlocking Design: We must inspect the roof structure to inform future design development.
- Essential Research: Access is required to complete our separately funded dendrochronology study and other technical investigations.

Somerset Council
County Hall, Taunton
Somerset, TA1 4DY

The Town Clerk
Chard Town Council
The Guildhall
Fore Street
Chard
Somerset
TA20 1PP

Our Ref: Chard CoC
Your Ref:
Tele: 0300 123 2224
Email: monitoringofficer@somerset.gov.uk

7th August 2024

Dear Mr Bloomfield

Chard Town Council Standards Regime

Please accept this joint letter from the Monitoring Officer and Chief Executive of Somerset Council regarding our concerns around ongoing behaviours and relations at Chard Town Council, which we would be grateful that you bring to the attention of all of your Councillors.

As you will be aware, the Monitoring Officer at Somerset Council has a statutory duty to deal with complaints made against City, Town & Parish Councils within their area. Since vesting day (01.04.2023) Somerset Council has received 28 separate code of conduct complaints in respect of Chard Town Council Councillors concerning 17 separate 'incidents'.

This volume represents just under 25% of all code of conduct complaints we have received in that time. Considering there are 279 separate City, Town and Parish Councils in the County this clearly represents a disproportionate impact on available staff time and resources. Overall, we have estimated that one day of Monitoring Officer time per month has been dedicated to Chard Town Council complaints and enquiries which shows no signs of lessening.

Worryingly the complaints and enquiries detailed above have been initiated by Chard Town Councillors, Chard Town Council staff as well as members of the local community. This illustrates to us that relationships are largely broken and there is an almost complete lack of trust between the members of the council, town council staff and the public. Coupled with a number of resignations from both the membership and staff bodies this would indicate that the town council is at significant risk of becoming dysfunctional and therefore being unable to appropriately serve the interests of the people they represent.

We are therefore writing to confirm that the amount of resource currently being diverted to Chard Town Council issues by Somerset Council cannot be maintained. We will no longer be able to administer the number of complaints and enquiries we are currently receiving and will have no choice but to refuse to consider those that relate to historical or previously considered incidents that are perceived to be unresolved or those that are likely to be politically motivated tit for tat complaints.

In response to these concerns, we have reached out to our colleagues at the Somerset Association of Local Councils (SALC) to initiate discussions on a package of support and training that we believe would benefit the Town Council and hopefully help to repair relationships and rebuild trust between the council and the community.

SALC offers a suite of scheduled standard training that is available to its members including:

- *The Councillor as Employer*
- *Councillor Refresh/Update 2024*
- *Councillor Essentials Part: 2 – Governance & Finance*
- *Chairpersonship (& how to be Successful)*
- *Code-of-Conduct*

In addition, a bespoke training offer could be developed that would include:

1. HR based training with an external consultant (via zoom) to cover Councillors' Legal Responsibilities as Employers, protocols on member/officer relationships and their respective roles.
2. Governance Review, to be either
    a. A desk based review to look at Standing Orders, Terms of Reference, Financial Regulations, relevant policies; or
    b. A self-assessment and observational approach driven by the Nolan Principles and the Civility & Respect agenda. This could include:
        i. Open-book review of previous reports/investigations
        ii. A self complete questionnaire for Councillors and Officers
        iii. Observation of Town Council meetings and committees
        iv. Engagement and participatory sessions with aims, objectives and expectations clarified and agreed.
3. Mediation or Facilitated Group Conversations – however for this to be successful all parties must agree that they want to participate and a willingness to improve the current situation without self or political interest.

A third option that has been deployed successfully elsewhere has been the formation of an Independent Improvement Board. The terms of reference for the Improvement Board would be agreed between Chard Town Council and Somerset Council and would follow an

independent peer review approach and produce a report and action plan for the Town Council. If you would like any further information on the improvement board approach then please do let us know.

There will clearly be a cost associated with any package of training and support that the Town Council embarks upon. In order for Chard Town Council to be effective it is essential that there is engagement in the process at both an Officer and Member level as appropriate. Therefore, in order to support this approach Somerset Council if willing to offer a subsidy towards the training costs, the precise amount will relate to the selected package but this is a genuine offer to help facilitate the necessary improvements.

We believe that this approach offers the best opportunity for the Town Council to embark on an honest self-reflection and provides a platform for everyone to be part of the solution. While it is appreciated that disagreements will always occur in politics, such debates must be conducted constructively and with civility. Any previous baggage or personal grudges need to be dispensed with in order that the Council can effectively serve the communities they represent.

We hope this letter and offer of support is considered by Chard Town Council in the manner intended and that a positive response is received. We do consider that this is an opportunity to move forward collectively and improve relations both internal and externally.

Please do not hesitate to contact David Clark should the Council have any questions.

Yours sincerely





Duncan Sharkey

Chief Executive

David Clark

Service Director - Governance, Democratic & Legal and Monitoring Officer

Common Ground To Common Purpose

A Continuing Cultural Re-Alignment Programme for Chard Town Council

The Chief Executive & Town Clerk considered from the start that Chard Town Council is a council with real potential. Held back by long-standing division. A clear picture has now emerged.

- A split that's became a habit. A dominant faction of long-standing councillors created an environment where newer, less experienced Members felt unable to contribute. When they'd speak up, they're challenged or potentially shut down. The result was disengagement, withdrawal, and in some cases, councillors stepping back from their roles entirely.

- Role boundaries were regularly crossed. Councillors questioned officer decisions in everyday matters requesting information beyond their remit, and at times contradicting professional advice in public sessions. This created confusion, slowed everything down, and made the officers' jobs significantly harder.

- Was Politics getting in the way of purpose? Town council should operate in the best interests of the community - not along party lines. That isn't always what's happening. Political identity can override shared purpose, and it is costing the Council and the people it serves.

- Decisions that should be straightforward become contested. Reasonable proposals for staffing, budgets, and strategic development get mired in opposition. The council is still not moving forward at the pace the community deserves, but there has been progress.

THE IMPACT

Dysfunction can show up in three clear ways:

For councillors: Less confident members feel disempowered and disengaged. Some have stepped back entirely. Open, honest debate is being stifled - and that matters, because good decisions need different voices in the room.

For officers: Day-to-day work can take significantly longer. Energy that should go into serving the community is spent managing resistance. The turnover of town clerks speaks for itself.

For the community: Progress on projects, strategy, and investment is delayed or blocked. The people of Chard deserve a council that works for them. Right now, too much energy is going inward.

WHY NOW

Significant progress has been made over the past 14. The atmosphere has shifted. Collaboration has started to happen - rare before, but real now. Councillors who had stepped back are returning. The conditions for meaningful change exist for the first time in years.

This is the window. It's time for further progress

3 sessions - What they cover:

Session 1: Finding Common Ground

Session 2: Understanding Our Roles

Session 3: Alignment To Action

This programme is being developed and will be finalised subject to agreement of the rest of the funding.