Chard Town Council
The Guildhall, Fore Street, Chard, Somerset TA20 1PP
01460 239567 www.chard.gov.uk
Mayor: Cllr Victoria Bates | Town Clerk: David Bell

Full Council

Minutes

Chard Town **Full Council** meeting held in Guildhall, Fore Street, Chard, TA20 1PP on **Monday 20th April 2026** commencing at 19:00.

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

Officers Present:
Chief Executive & Town Clerk, David Bell; Events Manager Tim Bickham; Democratic Service Officer Beverley Newman.

Public Participation
There were approximately 19 members of the public present. Topics raised included:

- Somerset Preservation Trust request for funding
- Training for Councillors and Staff

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

Section 1 Standing Items:

2026/50 **Apologies for Absence**
Council received apologies from the following Councillors: Cllr Crook, Cllr Hassan, Cllr Shortland, Cllr Watson & Cllr Williams.

2026/51 **Declarations of Interest**
Cllr Baker declared an interest in agenda item 2026/55 and Cllr Richter in agenda item 2026/60 1. Request for funding from WATCH

2026/52 **Full Council Meeting Minutes**
Council approved the Minutes of the Full Town Council meeting on the 23rd March 2026.

Proposed Cllr Eggins — Seconded Cllr Bulmer
For: 8 — Abstain: 2
RESOLVED: For Council to approve the Full Council March 23rd minutes

2026/53 Committee Meeting Minutes

Council noted the:

- **F&A** the approved minutes from the F&A meetings for 16th March 2026 and that minutes from 14th April 2026 will be submitted for noting in due course.
- **A&E** the approved minutes from the A&E meeting for 17th March 2026 will be that minutes from 7th April 2026 will be submitted for noting at Full Council in due course.
- **HR** the minutes from 10th March 2026 HR meeting are still being discussed between the Chief Executive & Town Clerk & HR Committee Chair

2026/54 Quarterly Checklist

Council noted the quarterly budget report for the period 1st January 2026 to 31st March 2026.

2026/55 Financial Checks

a) March 2026 payments list

Council noted the February 2026 payments list

b) Bank Reconciliations: March 2026

Council noted the bank reconciliation statements for February 2026

c) Payments Over £500 For the Period Q4 1 January – 31 March 2026

This was missing from the agenda pack.

Section 2 Items to Note

2026/56 Mayor's Updates and Announcements

The Mayor gave details on the following:

- Mayor's Ball
- St. George's Parade
- Community Events at The Hive

2026/57 Chief Executive & Town Clerk Oral Updates

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

Dates for your diary

- 27th April Annual Towns' (Parish) Meeting
- 18th May Annual Town Council Meeting.

Extraordinary Meetings

- 30th April – To resolve outstanding complaints
- Date to be confirmed – To resolve the appointment of a new Town Clerk.

KINDChard
KINDChard will be previewed at the Annual Town's meeting on the 27th April 2026. You are encouraged to attend to see progress on this project.

2026/58 Reports from Councillors on External Bodies
Council received oral reports from the following:

- The Chard Town Council Youth Council - Cllr Baker
- Allotment Association Forum: Cllrs Baker & Hassan
- The Hive Youth Centre – Cllr O'Brien

There was nothing to report by the relevant Councillors for the following

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

Section 3 – Items For Discussion & Decision

2026/59 Items brought forward from Finance & Audit Committee

Pricing Structure for The Guildhall

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 and Town Wide Events*		Free		Free

*NB: A Town Wide event was defined as an event that has a positive impact on the health and wellbeing of residents, sees an increase in footfall into the town, as well as benefiting local economy. It should also be accessible for all members of the community.

Proposed: Councillor Tribble Seconded: Councillor Kenton
For: 6 Against: 4
RESOLVED: To approve the revised pricing structure for the Guildhall as shown in the table above.

2026/60 **Funding Requests for in Excess of £10,000**

1. Request from WATCH for part funding of £14,000 for a 'Community Minibus'

Proposed: Councillor Tribble Seconded: Councillor J Kenton
Unanimous
RESOLVED: For Council to defer consideration the of the WATCH funding request to the new Grants Subcommittee once membership has been confirmed.

2. Request from Somerset Building Preservation Trust for a contribution of £9,910 towards Funding Phase 2 – asbestos removal to allow the project to proceed.

Proposed: Councillor Bates Seconded: Councillor Tribble
Unanimous
RESOLVED: For Council to agree the funding request from Somerset Building Preservation Trust of £9,910 to support, toward Funding Phase 2.

3. Council consideration of a formalised approach to future funding requests in access of £10,000 by the provision of a dedicated policy.

Proposed: Councillor Kenton Seconded: Baker
Unanimous
RESOLVED: For Council to defer consideration of a dedicated policy for future funding requests more than £10,000 to the new Grants Subcommittee once membership has been confirmed and the policy to be referred back to Full Council.

2026/61 **Tatworth & Forton Parish Council: Informal meeting to discuss Boundaries**

For Council to agree the meeting date and re-affirm attendees available to attend to this meeting. Dates suggested by Tatworth & Forton are:
Tuesday 5th May, Tuesday 12th May & Tuesday 19th May.

Council requested the Chief executive & Town Clerk refer to previous communications on this subject to confirm who the Chard Town Council agreed group members / representatives are.

2026/62 **The Hive SLA update**

Standing Orders were suspended to allow time for Mr. Baker to speak

Proposed: Councillor O'Brien Seconded: Eggins
Unanimous

Mr Baker gave an oral update on the progress with the Hive and proposed SLA. Mr Baker left the room at 20.30. Mr Baker did not vote.

Standing Orders were reinstalled

Proposed: Councillor O'Brien Seconded: Eggins
Unanimous

For Council to accept the SLA and sign

Proposed: Councillor Eggins Seconded: Tribble
Unanimous
RESOLVED: For Council to enter the explained SLA with The Hive

2026/63 **Training for Councillors & Staff (Follow Up to the letter From the Monitoring Officer and Chief Executive of Somerset Council 7th August 2024 - 'Chard Town Council Standards Regime'**

For Council to consider undertaking a) the training package as outlined by the Chief Executive & Town Clerk and further detailed in the papers provided and b) Allocate £7,000 for the first 3 sessions.

Proposed: Councillor Baker Seconded: Councillor J. Kenton
Unanimous
RESOLVED: For Council to agree to:
a) Undertake the training as outlined
b) Allocate £7,000 for the delivery of the training

2026/64 **Date of Next Meeting**
Council noted the next Full Chard Town Council meeting is Monday 18th May 2026. To be held at The Guildhall, Fore Street, Chard TA20 1PP and commence at 19.00.

There being no other business, The Mayor thanked all those in attendance for coming and closed the meeting at 20.50.

Date: Tracy O'Brien **Signed:** 17/8/2026