Chard Town Council

The Guildhall, Fore Street, Chard, Somerset TA20 1PP
01460 239567 www.chard.gov.uk
Mayor: Cllr Jason Baker Town Clerk: Paul Russell

COUNCIL MINUTES

Minutes of the Chard Town Council meeting held in the Guildhall Auditorium, Fore Street, Chard TA20 1PP on Monday 12th July 2021 commencing at 7:00pm.

PRESENT: Cllr Baker (Mayor), Cllr Mrs Bates, Cllr Ms Brown, Cllr Bulmer, Cllr Kenton, Cllr Mrs Kenton, Cllr Morrison, Cllr Mrs O'Brien, Cllr Mrs Orchard, Cllr Williams and Cllr Mrs. Wootton.

ALSO PRESENT: Rev. Georgina Vye, Mayor's Chaplain and Paul Russell, Locum Town Clerk.

Public Participation Time
Three members of the public were present.

Chaplain's 'Thought for the Day'

Reports from County and District Councillors

Police Report

2021/40 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Cllr Carnell (holiday), Cllr Shortland (illness) and Cllr Mrs Young (work).

2021/41 MAYOR'S ANNOUNCEMENTS
The Mayor made the following announcements:

- Thanks were extended to all those who had taken part in the launch of Culturally Chard on Saturday 10th July 2021;
- Councillors were reminded that a service would be held to give thanks to the Covid Support Group in Chard on 1st August 2021;
- The Talking Café would return on Wednesday and would be held in the café area by the side of the auditorium.

2021/42 DECLARATIONS OF INTEREST
The following Declarations of Interest were made:

- Cllr Baker (Personal): SSDC MTIG grant fund;
- Cllr Mrs Morrison (Personal and Prejudicial): Holyrood Academy.

2021/43 TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC
Proposed: Cllr Mrs Wootton Seconded: Cllr Mrs Morrison
Unanimous

RESOLVED 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 under agenda item 2021/51, 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.

2021/44 COUNCIL MEETING MINUTES

Proposed: Cllr Mrs Morrison Seconded: Cllr Mrs O'Brien
Unanimous

RESOLVED that the minutes of the Full Town Council meeting held on the 14th June 2021 be agreed and signed as a correct record.

2021/45 TOWN CLERK'S REPORT

Council noted the following Locum Clerk's report:

(a) **Stronger Somerset –** Council noted that an invitation to progress locality agreements had been extended and would be taken up.

(b) **Play Days, Chard –** Council noted that a play day would be held by SSDC on Thursday 19th August 2021 from 10am to 2pm.

(c) **SASP Jump Start –** Council noted that sessions would be held every Tuesday afternoon from 2.30pm to 3.30pm at Jocelyn Park during the summer.

(d) **Lawson's Circus –** Council noted that the Circus would be at Jocelyn Park week commencing 12th July for one week.

(e) **MTIG, Howards Row –** Council noted that a funding offer of £57,026 had been awarded to the Town Council for the resurfacing of Howard's Row. This has been increased from the original £20,000 offer.

2021/46 CORONAVIRUS

Council noted the update report presented.

2021/47 FINANCE

(a) **Financial Reporting –** Council noted the Financial Report outlining the future financial reporting structure.

2021/48 COMMUNITY MATTERS

(a) **Reports from External Bodies –** Council noted the report from the Chard Area Youth Committee.

(b) **Queens Platinum Jubilee –** Council considered the report presented.

Proposed: Cllr Mrs Kenton Seconded: Cllr Baker
Unanimous

RESOLVED

- That a Working Group be formed to organise celebrations for the Queen's Platinum Jubilee;
- That the Working Group should be made up of a maximum of five Town Councillors and members from local organisations in Chard;
- That Terms of Reference be drawn up for the Working Group, which would include delegated authority to incur expenditure subject to the agreement of the Mayor and the Town Clerk;
- That a budget of £10,000 be allocated from the Council Events budget to fund the celebrations and that additional grant funding be applied for if and when available;
- That the £5,000 included in the 2021/22 budget be allocated to this event and that a sum of £5,000 be included in the 2022/23 budget and allocated to fund this event.

(c) **Resilience Planning –** Council considered the report presented.

Proposed: Cllr Mrs Bates Seconded: Cllr Mrs O'Brien
Unanimous

RESOLVED

- That the Town Clerk investigate what the role of the Town Council would be in the resilience plan and what would be required;
- That the plan be Officer led with support from the principal authorities;
- That an update on progress be provided at the next Full Council meeting to be held on 13th September 2021.

2021/49 COUNCIL GOVERNANCE AND POLICY

(a) **Meeting Dates –** Council **AGREED** to reschedule the Amenities & Events Committee and the Finance & Audit Committee meeting dates as outlined in the revised Schedule of Meetings presented.

(b) **MTIG Additional Project Development –** Council considered the report presented.

Proposed: Cllr Mrs Kenton Seconded: Cllr Mrs Wootton
Unanimous

RESOLVED

- That a grant application be submitted to the MTIG Eco Fund for the purchase of an electric road sweeper;
- That the final purchase to be agreed by Full Council;
- That prior to purchase a demonstration of suitable machines be organised;
- That the match funding will be funded from the 2022/23 budget.

Proposed: Cllr Bulmer Seconded: Cllr Mrs Kenton
Unanimous

RESOLVED to allocate the sum of £3,527.49 from balances to match fund the additional costs related to the provision of a new mast in Boden Street to support the additional CCTV cameras being installed. Total match funding secured amounted to £11,438.

(c) **Project Delivery Update –** Council noted the report presented.

2021/50 DATE OF NEXT MEETINGS

Council noted that the next Full Chard Town Council meeting would be held on Monday 13th September 2021 at the Guildhall Auditorium, Fore Street, Chard TA20 1PP commencing at 7pm.

Council noted that the Annual Town Meeting and Civic Awards Ceremony would take place on Monday 6th September 2021 at the Guildhall Auditorium, Fore Street, Chard TA20 1PP commencing at 7pm.

2021/51 CONFIDENTIAL MATTERS

As certain items to be discussed included the consideration of exempt information it was **RESOLVED** under Item 2021/43 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 would 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 outweighed the public interest in disclosing the information.

Proposed: Cllr Mrs Wootton Seconded: Cllr Mrs Morrison
Unanimous

RESOLVED to suspend Standing Orders to receive representations from Tatworth & Forton Parish Council.

Cllr Mrs Morrison left the meeting at 8:35pm

(a) **Zembard Lane Car Park –** Council noted the representations received and discussed the matter fully.

Proposed: Cllr Mrs Kenton Seconded: Cllr Mrs Wootton
For: Cllr Baker, Cllr Mrs Bates, Cllr Bulmer, Cllr Kenton, Cllr Mrs Kenton, Cllr Morrison, Cllr Mrs O'Brien, Cllr Mrs Orchard, Cllr Williams and Cllr Mrs. Wootton**.**

Against: Cllr Ms Brown.

RESOLVED:

- To seek legal advice from the Town Council's solicitor regarding the Lease for the car park;

- That a meeting of the Task & Finish Group members be arranged as soon as possible to try to resolve the matter.

Cathy returned to the meeting 21.00

(b) **HR & Personnel Committee Confidential Minutes** – Council ratified the Confidential Committee meeting minutes of the meeting held on 14th June 2021.

(c) **HR & Personnel Committee Recommendations –** Council noted the report from the Committee meeting held on Monday 12th July 2021.

Proposed: Cllr Mrs Morrison Seconded: Cllr Mrs Wootton

For: Cllr Baker, Cllr Mrs Bates, Cllr Ms Brown, Cllr Kenton, Cllr Mrs Kenton, Cllr Morrison, Cllr Mrs O'Brien, Cllr Mrs Orchard, Cllr Williams and Cllr Mrs. Wootton**.**

Abstention: Cllr Bulmer.

RESOLVED

- To recognise that the position of Deputy Clerk/RFO had been made redundant following the formal adoption of the revised Staffing Structure by Full Council;
- To formally ratify the Terms of Agreement reached between the Town Council and the employee.

Council noted the update regarding the trial period being undertaken by the employee.

Proposed: Cllr Mrs O'Brien Seconded: Cllr Wootton
Unanimous

RESOLVED that delegated authority be given to the Locum Town Clerk and Mr Corrigan, Council HR & Governance Support, to address the matter as agreed by the Committee with the employee.

Proposed: Cllr Kenton Seconded: Cllr Wootton
Unanimous

RESOLVED that the Project Officer contract would be for a three year period.

Paul left the meeting for confidential 21.27

Council considered the recommendation from the HR & Personnel Committee meeting regarding the appointment of Executive Officer;

Proposed: Cllr A Kenton Seconded: Cllr Baker
Unanimous

RESOLVED:

- To formally confirm the appointment of the Locum Clerk to the position of Executive Officer to Chard Town Council;
- To recommend a salary of Incremental Point SCP50, which included an additional incremental point in recognition of his qualifications.

Paul returned to the meeting 21.36

Council noted the update regarding the Welcome Back funding of £20,000 had had been awarded to Chard Town Council.

There being no other business the Mayor thanked Members for their attendance and closed the meeting at 9:43pm.

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MAYOR: **DATE:**