



CHARD TOWN COUNCIL

THE GUILDHALL, FORE STREET,
CHARD, SOMERSET TA20 1PP
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Mayor: Councillor Mrs. Cath Morrison - Acting Town Clerk: Sarah Robson MILCM

COUNCIL MINUTES

**Minutes of the Town Council Meeting
of Chard Town Council
Held in the Town Hall, Guildhall, Chard
On Monday 15th August 2011 at 7.30 pm.**

PRESENT: Councillors

Mrs. C Morrison – Mayor

Mrs. J Kenton – Deputy Mayor

Mrs. T Aherne

D Bulmer

Mrs. S Dowell

G Forsyth

Mrs. B Halse

A Kenton

Ms. S Pittwood

A J Prior

M Wale

Mrs. S Wyatt

IN ATTENDANCE:

Sarah Robson - Acting Town Clerk. There was 1 member of the press and District Councillor Mermagen present. County Councillor Mrs. Shortland sent her apologies.

114. Apologies for absence and to consider whether to approve reasons given.

(If you cannot attend please telephone your apologies to the Acting Town Clerk as non-attendance and no apologies could affect our future Quality Council applications).

[LGA 1972 s85 \(1\)](#).

Councillors J Dorse and G Shortland – Family Illness and Councillor M Dowell – Illness

RESOLVED: to accept the apologies and approve the reason given

115. Mayors Announcements

The Mayor updated Members of a recent meeting with her charity groups to consider ways of fundraising at events in the coming year. There was also a brief report given regarding Project Zero and the disappointing attendance by young people at a recent event.

116. Declarations of Interest. Members to declare any interests they may have in agenda items that accord with the requirements of the [Local Authorities \(Model Code of Conduct\) Order 2007 SI No.1159](#). (NB this does not preclude any later declarations).

Councillors Mrs. Morrison and Mrs. Aherne declared a Personal Interest in Agenda item #124 as there are cheques payable to Mrs. Morrison and Councillor Mrs. Aherne's employer.

117. To resolve to exclude member of the press and public - To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted [Public Bodies \[Admission to Meetings\] Act 1960](#)

The Acting Town Clerk requested that agenda items # 128, 131 & 132 be heard in closed session as issues of confidence in relation to staffing matters and commercial in confidence were to be reported on.

RESOLVED – that agenda items #131 & 132 'Staff in Confidence' and 'Commercial in Confidence' be treated as confidential and be dealt with after the Public (including the Press) have been excluded.

For: 11 Against: 0 Abstention: 1

118. Council Meeting - Minutes - To confirm and sign the minutes of the Town Council Meeting held on Monday 13th June 2011 (previously circulated). [LGA 1972, Sch 12 para41 \(1\)](#).

RESOLVED – that the minutes of the Full Town Council meeting held on Monday 13th June 2011 be signed as a correct record.

119. Finance & Guildhall Committee - To receive and sign the minutes of the Finance & Guildhall Committee meeting held on Monday 18th July 2011 and to adopt the resolutions and recommendations contained therein. [LGA 1972, Sch 12 para41 \(1\)](#).

RESOLVED – that the minutes of Finance & Guildhall Committee meeting held on Monday 18th July 2011 be signed as a correct record and to adopt the Resolutions and Recommendations contained therein.

120. Planning & Highways Committee - To receive and sign the minutes of the Planning & Highways Committee meeting held on Monday 13th June & 18th July 2011 and to adopt the resolutions and recommendations contained therein. [LGA 1972, Sch 12 para41 \(1\)](#).

RESOLVED – that the minutes of Planning & Highways Committee meetings held on the Monday 13th June & 18th July 2011 be signed as a correct record and to adopt the Resolutions and Recommendations contained therein.

121. Amenities Committee - To receive and sign the minutes of the Amenities Committee meeting held on Wednesday 20th July and to adopt the resolutions and recommendations contained therein. [LGA 1972, Sch 12 para41 \(1\)](#).

It was agreed to refer Amenities Item # 24 back to the Sub Committee for a clear resolution regarding the proposed future management of the allotments and that Item # 23 would be reviewed at the October meeting as part of the budget setting process.

RESOLVED – that the minutes of Amenities Committee meeting held on Wednesday 20th July 2011 be signed as a correct record, and with the exception of items # 23 & 24, to adopt the Resolutions and Recommendations contained therein.

For: 9 Against: 0 Abstention: 3

122. Action Review Summary – To receive and review Outstanding Actions Summary

RESOLVED – to receive and note the report

123. Finance - Town Council Year (2011/12) to Date (Y2D) Budget To review the budget information for the year to date ([Account & Audit Regulations 2003 reg 4](#))

It was agreed that future reports would show the previous year's expenditure as a comparison.

RESOLVED – to note the 'year to date' expenditure.

124. Finance - Accounts for Payment - to review and note items of expenditure ([LGA 1972 s150 \(5\)](#)). – Cheque signatories to be confirmed at meeting

Councillors Mrs. Morrison and Kenton are the signatories and will meet on Wednesday at 2.00pm to sign the cheques.

RESOLVED – to approve the accounts for payment.

125. To confirm change to Planning & Highways Committee Membership due to Councillor Mrs T Aherne standing down.

Members were informed that Councillor Mrs. Aherne wished to stand down from the Planning & Highways Committee due to work commitments

RESOLVED – that Councillor Mrs. Aherne stands down from the Planning & Highways Committee

126. To adopt Town Council policy – ‘Scheme of Delegation’

The Acting Town Clerk informed Members that the Scheme of Delegation policy would define the delegated powers of the Committees and also the Town Clerk and provide a specific framework within which the Committees operate.

Proposed: Councillor A Prior
Unanimous

Seconded: Councillor M Wale

RESOLVED – to adopt the Town Council’s Scheme of Delegation Policy

127. County Electoral Divisions Review – to discuss and consider implications of the Boundary Commission’s electoral review of Somerset

It was reported that the Boundary Commission is seeking the views of Parish and Town Councils on a number of issues. The formal consultation process is not yet underway and it was therefore;

RESOLVED – to defer further debate until more information has been made available and the formal consultation process has begun

128. Notice of Motion received from Cllr Dave Bulmer on 30th July 2011 ‘to report back to Town Council on the Bishops Court consultation which was held on 26th July 2011 and to make a proposal that Chard Town Council negotiates with Yarlington Housing Group an agreement to release an area of Town Council land adjacent Bishops Court for use as an amenity area for Bishops Court residents’.

Members debated several options and considered the outcome of the consultation with the local residents

RESOLVED – that Chard Town Council negotiates with Yarlington Housing Group an agreement to lease an area of Town Council land adjacent to Bishops Court for use as an amenity area for Bishops Court residents and also to investigate with the District Valuer the value and potential of the land.

Proposed: Councillor M Wale
Unanimous

Seconded: Councillor D Bulmer

129. Town Clerk’s Delegated Powers. The Acting Town Clerk gave Council details of any matters dealt with under her delegated powers since the last meeting of Council. [LGA 1972 s101](#)

The Acting Town Clerk reported that changes to the Staff Handbook had been completed due to the introduction of The Bribery Act 2011.

In addition a recommendation for approval was made in conjunction with the Ward Member and Chair of Planning and Highways Committee on the following;

Avishayes Ward

11/02551/FUL - ERECTION OF TWO STOREY EXTENSION TO DWELLINGHOUSE – 4 MIDDLE TOUCHES, CHARD, SOMERSET

130. Reports from Representatives of Outside Bodies. Please notify the Acting Town Clerk in advance of the meeting if you will be making a report.

None received

9.10pm Members of the Press and Public left the meeting and the members adjourned for a five minute recess

9.15pm The meeting was re-convened

131. In view of the confidential nature of the business about to be transacted, it was resolved to exclude the press and public during consideration of this item (Item 117 above refers) - Staff in Confidence

Members were informed that the Operation Manager's post was to be advertised that week.

132. In view of the confidential nature of the business about to be transacted, it was resolved to exclude the press and public will be excluded during consideration of this item (Item 117 above refers) – Commercial in Confidence

Jocelyn Park

Members were given an update on the events in relation to the boundary dispute at Jocelyn Park and were advised that witness statements would need to be exchanged by 26th September

There being no further business the meeting closed at 9.35 pm