

# CHARD TOWN COUNCIL

## Minutes of a Meeting of Chard Town Council held on Monday 16<sup>th</sup> January 2006.

**Present:** Deputy Mayor, Cllr D M Bulmer.

**Councillors:** J S Evans, P D C Fitzgerald (left 9:37), Miss D R Goldsmith, D R Hill, J D Malcolm, Mrs B M Mooney, Mrs C A Morrison, A J Prior, Mrs J C Shortland, Mrs J L Smith, Mrs A Spencer, M J Wale, Mrs R T Wickenden (left 9:37) and Mrs S P Wyatt.

The Finance Officer, T M Cutler.

### **1. Apologies for Absence.**

There were no Apologies for Absence.

### **2. Mayor's Announcements**

Cllr D M Bulmer informed the Council that he had accepted on behalf of the Mayor, an invitation to the Certificate presentation at Manor Court School.

### **3. Election of Mayor and of Acceptance of Office.**

Cllr D M Bulmer invoked Standing Order No.10, ie to record the names of members who voted and to show how they voted,

It was proposed by Cllr M J Wale and seconded by Cllr Mrs R T Wickenden that Cllr J D Malcolm be Mayor until May and it was

proposed by Cllr A J Prior that Cllrs M J Wale and Mrs R T Wickenden withdraw as proposer and seconder for Cllr J D Malcolm and that Cllr J D Malcolm does not accept his nomination; that Cllr D M Bulmer be Mayor until May and that elections for Mayor are not held this month.

Cllrs M J Wale and Mrs R T Wickenden declined to withdraw the proposal and seconding of Cllr J D Malcolm.

Cllr D M Bulmer seconded Cllr A J Prior's nomination of Cllr D M Bulmer as Mayor.

Cllrs J S Evans, P D C Fitzgerald, Miss D R Goldsmith, D R Hill, J D Malcolm, Mrs B M Mooney, Mrs C A Morrison, Mrs J C Shortland, Mrs J L Smith, Mrs A Spencer, M J Wale, Mrs R T Wickenden and Mrs S P Wyatt voted for Cllr J D Malcolm,

Cllrs D M Bulmer and A J Prior voted for Cllr D M Bulmer.

**RESOLVED: that Cllr J D Malcolm be elected Mayor until the next Annual Town Council meeting.**

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Cllr J D Malcolm signed the Declaration and Acceptance of Office.

**4. Mayor's Appointments and Announcements.**

Cllr J D Malcolm thanked Councillors for electing him, stating that it was an honour to be Mayor of Chard.

The Mayor appointed Mrs B M Mooney as Mayoress, the Reverend Marylin Tricker as Chaplain and Mr M Wheadon as his Mace Bearer

**5. Election of Deputy Mayor.**

This Agenda item was not necessary.

**6. Appointments to Committees: to appoint Cllr Tony Prior to the Amenities, Planning and Finance and Personnel committees.**

It was suggested that the appointment of Cllr A J Prior by the Council to committees be deferred until the Standards Board has reached a decision. Discussion took place and it was noted that Cllr A J Prior is already a member of Planning and Highways committee.

**RESOLVED: that the appointment of Cllr A J Prior by the Council to Amenities and Finance and Personnel committees be deferred until the Standards Board has reached a decision.**

**7. Minutes of Town Council Meeting held on Monday 19<sup>th</sup> December 2005.**

**RESOLVED: that the Deputy Mayor sign the Minutes of Town Council Meeting held on Monday 19<sup>th</sup> December 2005.**

**8. Declarations of Interest.**

Cllr A J Prior declared a prejudicial interest in Amenities Report Agenda item 6a being Treasurer and Trustee, Cllr Mrs J Smith as Council Representative and Cllr D R Hill as Trustee of Chard Museum.

**9. Public Participation Time. For this agenda item the council adjourns its business under Standing Orders 15 (g) and 68 to allow residents, employees or business people of Chard to address the meeting on any matter.**

**RESOLVED: to suspend Standing Orders to enable members of the public to participate.**

Members of the public including Mrs Manning, Mrs Hoskins and Mr Turner informed the Council of their disquiet at the way South Somerset Homes was dealing with the redevelopment of their property. Concerns were raised

regarding the lack of consultation by South Somerset Homes, the difficulty in viewing plans and the distress, anxiety and upheaval of the residents. Councillors informed the members of the public that South Somerset Homes had held a presentation on 19<sup>th</sup> December to address concerns; that South Somerset Homes are the developers; that the application was a District Council matter; that the Town Council acts as consultant only; that the only application to come before the Town Council was for three bungalows and that the Major application was yet to

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be submitted. Councillors sympathised with the members of the public and Cllr D M Bulmer undertook to speak to South Somerset Homes Officers. Mr Dillon of Chard Museum requested that the Town Council cut the grass at the Museum free of charge as had been the case up to one year ago. He also requested that the Council install a Hearing Loop in the Town Hall.

Mr Taylor questioned the wisdom of moving the re-cycling bins from the lower to upper Minnows car park, noting that they should be out of sight and kept locked.

Mr McGowan echoed these comments citing litter problems caused by high winds.

Cllr D M Bulmer stated that he had been chasing the problem up and had received assurances that the bins will be emptied three times a week instead of the present two.

Cllr Mrs A Spencer reminded the Council that it was a District Council decision to move the bins in the first place.

Cllr M J Wale as District Councillor will speak to the District Councillor representative of South Somerset Homes. Cllr M J Wale also stated that the installation of the Hearing Loop in the Town Hall is part of the Chard Disability Action Group review and will be included on the next Guildhall Committee agenda.

Mr Barton-Smith requested permission use of part of the pavement between the double columns of the Guildhall and the road on 26<sup>th</sup> March 2006 to set up his florist and greengrocer's stall.

Discussion took place among Councillors and it was decided that this would be discussed at the next Guildhall committee.

**RESOLVED: to reinstate Standing Orders.**

#### **10. Report of the Cedar Close Action Committee held on 3<sup>rd</sup> January 2006.**

It was agreed by those Councillors present at that meeting, that the report was a correct record of the meeting.

**RESOLVED: to endorse the resolutions of the Cedar Close Action Committee held on 3<sup>rd</sup> January 2006.**

#### **11. Report of Amenities Committee held on 3<sup>rd</sup> January.**

Cllrs D R Hill and A J Prior left the room at 8:31 returning at 8:39  
It was agreed by those Councillors present at that meeting, that the report was a correct record of the meeting.  
Discussion took place regarding the grass cutting at the Museum.  
The Council were informed of potential expenditure regarding the water supply to the allotments.

**RESOLVED: to put grass cutting at Chard Museum on the next Town Council agenda; to note; to endorse the resolutions of Amenities Committee held on 3<sup>rd</sup> January.**

**12. Report of Planning Committee 10<sup>th</sup> January 2006.**

As the Committee was not quorate, the meeting could not proceed. The meeting had been rescheduled for 6:30 pm Monday 16<sup>th</sup> January and had taken place. The report will be considered at the February 2006 Town Council meeting. It was noted that this would not delay the Planning process.

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**13. Report of the Cedar Close Action Committee held on 13<sup>th</sup> January 2006.**

It was agreed by those Councillors present at that meeting, that the report was a correct record of the meeting.

**RESOLVED: to endorse the resolutions of the Cedar Close Action Committee held on 13<sup>th</sup> January 2006.**

**14. Town Council Year to Date Budget.**

**RESOLVED: to note that all Councillors had received and noted the Year to Date budget.**

**15. Accounts for payment: Cheque signatories: Cllrs J D Malcolm and Mrs B M Mooney.**

**RESOLVED: to approve the Accounts for Payment.**

Cllr Mrs S P Wyatt left the meeting at 8:56 and returned at 8:59.

**16. Election of Staff Applicant interview panel.**

**RESOLVED: to consider members of the panel under agenda item no 23c.**

**17. Review of Parish Boundaries – requested by Cllr Prior**

Cllr A J Prior set out his proposals for redefining the boundaries of Chard. A letter from Tatworth and Forton Parish Council had been received stating that they at that stage did not want to change the boundary between Chard and

Tatworth and Forton but would consider a boundary review when the route of the Distributor road is conclusively confirmed.

**RESOLVED: that Cllr J D Malcolm write to the District Council to obtain maps to facilitate the review and the item to be re-addressed at the February Town Council meeting.**

Cllr Mrs C A Morrison left the meeting at 9:00 and returned at 9:03.  
Cllr Miss D Goldsmith left the meeting at 9:02 and returned at 9:06.

#### **18. Report of Representatives on Outside Bodies.**

Cllr Miss D Goldsmith on behalf of Action for Chard Town, informed the Council that the Steering Group had met this year. A website had been designed and would be available in February. An action plan would be advised in due course.

**RESOLVED: to note**

#### **19. County Councillor's Report.**

Cllr P Buchanan congratulated Cllr J D Malcolm on his election to Mayor. He spoke on the proposed changes in Local Government reforms including Policing and the Fire service and its impact on how the County Council will deliver these services.

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He agreed that the situation as had been reported with regard to South Somerset Homes appeared to be appalling and offered any help with writing or lobbying.

He thanked Chard A.C.T. for their help with the Market Town Employment project.

#### **20. District Councillors' Report.**

Cllr C A Morrison spoke regarding the lack of Police in Chard. The complement for the area should be 22 officers and two sergeants but the present figures were 16 officers and one sergeant.

Cllr M J Wale reported on the capital proposals for Market Towns Vision and Rural Regeneration.

**RESOLVED: to note.**

#### **21. Victoria Avenue.**

Cllr R T Wickenden stated that a zebra crossing was still required and what could be done?

Cllr P Buchanan replied that a proposal for a zebra crossing had been submitted and that a feasibility study was under review.

**RESOLVED: to note; to remove this as a regular item from future agendas.**

**22. Amendment to Standing Order No 59– requested by Cllr A J Prior.**

**“Notice to change Standing order no 59**

**Under standing order 78 Cllr Prior will propose:**

**Re-number standing order 59 to 59(a)**

**and add 59(b)**

**The Town Clerk will keep a hard copy of the register of members’ interests available**

**for inspection by members and members of the public. This will not be replaced by**

**an electronic record.**

**If seconded this resolution will stand adjourned until the February meeting of the Council.”**

**RESOLVED: to accept the amendment. It will now remain on the table until the next Town Council meeting on Monday 20<sup>th</sup> February 2006 when it will be put forward for adoption.**

The meeting was adjourned at 9:40 and reconvened at 9:45.

**23. RESOLVED: that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw: Personnel.**

**a) Update on Employment Tribunal proceedings.**

Cllr J D Malcolm informed the Council of the present situation.

**RESOLVED: to note**

**b) Update on Standards Board proceedings.**

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Cllr J D Malcolm informed the Council of the current situation, that as Chairman of the Finance, Personnel and Licensing committee, he had received a second grievance against Cllr A J Prior.

**RESOLVED: to note.**

**c) Update on Staff Vacancies.**

Cllr J D Malcolm informed the Committee that Mr John Evans, Guildhall Manager, had tendered his resignation.

Advertisements for the staff vacancy had been placed in the local press resulting in, at that time, 31 requests for Job Application forms. The closing date for applications is 31<sup>st</sup> January 2006.

**RESOLVED: to note, to pay the Guildhall Manager's salary to the end of February 2006; to appoint Cllrs Miss D R Goldsmith, J D Malcolm, Mrs A Spencer and M J Wale to sit on the Staff Appointment Board.**

- 24. RESOLVED: that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw:  
Commercial in confidence.  
Update on Land off Cedar Close.**

The Council was informed of the current situation.

**RESOLVED: to note.**

- 25. RESOLVED: that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw:  
Commercial in confidence  
Update on Guildhall.**

There was no new information to report.

**RESOLVED: to note**

# CHARD TOWN COUNCIL

## Minutes of a Meeting of Chard Town Council held on Monday 20th February 2006.

**Present:** His Worship the Mayor, Cllr J D Malcolm.

**Councillors:** D M Bulmer, P D C Fitzgerald, Miss D R Goldsmith, D R Hill, Mrs B M Mooney, Mrs C A Morrison, A J Prior, Mrs J C Shortland, Mrs J L Smith, Mrs A Spencer, M J Wale and Mrs S P Wyatt.

The Responsible Finance Officer, T M Cutler.

The Meeting was opened with a prayer by the Mayor's Chaplain, Rev. Marilyn Tricker.

### **5. Apologies for Absence.**

Apologies had been received from Cllr Mrs R T Wickenden and were received from Cllr J S Evans.

A point of order was raised noting that agenda item no 23 appointment of Proper Officer, being a statutory requirement, should be taken immediately after considering the minutes from the previous month's Town Council meeting.

### **6. Mayor's Announcements.**

His Worship the Mayor informed the Council that the revised format of the agenda had been designed so that County and District Councillors could respond straight away to matters that may have arisen from Public Participation time.

**RESOLVED: to note.**

### **3. Minutes of Town Council Meeting held on Monday 16<sup>th</sup> January 2006.**

It was noted that agenda item no 3 should have read "...until May or alternatively that elections...; agenda item no. 9 should read "...a District Council Planning matter; that the Town Council acts as consultee only" and "recycling bins from the Minnows to Crowshute car park..." and that the resolution of agenda item 22 should read "That the proposal now remain on the table until....."

**RESOLVED: that subject to the above, the Mayor sign the minutes the Town Council Meeting held on Monday 16<sup>th</sup> January 2006; to bring forward agenda item no. 23**

## **23. Appointment of Proper Officer to sign all Agendas.**

The Clerk is the proper officer for any purpose in respect of which a proper officer is mentioned in any statute, but pending the appointment of a new Clerk, the Council was asked to agree that Sandra Pittwood be authorised as the Proper Officer for these purposes. This will include the signing of summons to meetings of the Council and its Committees.

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**RESOLVED: that in the absence of the Town Clerk Mrs S Pittwood be authorised as the Proper Officer.**

## **4. Declarations of Interest.**

Cllr D M Bulmer declared personal and prejudicial interests in agenda item 8, presentation by Mike Kay of South Somerset Homes; agenda item 10, Report of the Planning and Highways Committee meeting of 16 January, planning applications 05/03307/FUL, 05/03308/FUL, 05/03316/FUL and 05/030264/FUL.

Cllr D R Hill declared a prejudicial interest in agenda item 21, Grass Cutting at Chard Museum as a Trustee of Chard Museum and a personal interest in agenda item 10, Report of the Planning and Highways Committee meeting of 16 January, planning application 05/03316;

Cllr A J Prior declared a prejudicial interest in agenda item 21, Grass cutting at Chard Museum as Treasurer and Trustee;

Cllr Mrs J C Shortland declared an interest in agenda item 19, Underlease at Clare House as she is a member of Somerset County Council;

Cllr Mrs A Spencer declared a personal interest in agenda item 10, Report of the Planning and Highways Committee meeting of 14 February, planning application 06/00152/FUL;

Cllr Miss D Goldsmith declared a personal interest in agenda item 10, Report of the Planning and Highways Committee meeting of 14 February, planning application 06/0019/FUL;

## **5. Public Participation Time. For this agenda item the council adjourns its business under Standing Orders 15 (g) and 68 to allow residents, employees or business people of Chard to address the meeting on any matter.**

**RESOLVED: to suspend Standing Orders to enable members of the public to participate.**

Mrs C Brook informed the Council that she intends to raise money for Water-Aid and sought the Council's support.

Cllr J D Malcolm suggested that Mrs Brook write to the Council with further details.

**RESOLVED: to reinstate Standing Orders.**

## **6. County Councillor's Report.**

Cllr Mrs J C Shortland informed the Council that the County is to set its budget. An above inflation rise is expected coupled with cuts in services. Cllr Mrs J C Shortland outlined the reasons for this and how the County is addressing the problems.

**RESOLVED: to note.**

## **7. District Councillors' Report.**

Cllr Mrs J L Smith stated that a review of parish boundaries is to be undertaken and that a working party is to be established – see agenda item 20 below.

Cllr M J Wale reported that the District Council meets on Thursday to agree their budget. A 3% rise is expected.

Cllr A J Prior commented on the situation regarding planning applications.

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Cllr Mrs J C Shortland requested that the District Councillors look into the issue of recycling bins in Chard.

**RESOLVED: to note.**

## **8. Presentation by Mike Kay of South Somerset Homes.**

Mr Kay thanked the Council for inviting him to address the Council. He wished to clarify the situation and to clear up any misunderstandings.

Mr Kay explained in detail the processes, procedures and considerations South Somerset Homes undertake from initial conceptual plans, through the consultation process and to subsequent development.

Mr Kay took questions from Councillors.

Cllr J D Malcolm thanked Mr Kay for his presentation.

## **9. Town Council Year to Date Budget.**

**RESOLVED: to note that all Councillors had received and noted the Year to Date Budget.**

## **10. Report of the Planning and Highways Committee held on Monday 16<sup>th</sup> January 2006.**

It was agreed by those Councillors present at that meeting, that the report was a correct report of the meeting apart from noting that the decision for application no. 05/03350/COU was refused.

Cllr A J Prior presented the Report of the Planning and Highways Committee.

05/03127/LBC

05/03163/FUL

05/03264/FUL  
05/03307/FUL  
05/03308/FUL  
05/03316/FUL  
05/03329/FUL  
05/03337/LBC  
05/03349/FUL  
05/03350/COU

AMENDED PLAN  
05/02303/FUL

**RESOLVED: that subject to the above amendment, to endorse the Recommendations and Resolutions of the Planning and Highways Committee held on Monday 16<sup>th</sup> January 2006.**

**11. Report of the Finance, Planning and Personnel Committee held on Tuesday 24<sup>th</sup> January 2006.**

It was agreed by those Councillors present that the meeting was correctly reported.

Cllr M J Wale presented the Report of the Finance, Planning and Personnel Committee making reference to reasons behind the decisions on First Aid training, the Reserves policy and staff requirements.

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**RESOLVED: to endorse the Recommendations and Resolutions of the Finance, Planning and Personnel Committee held on Tuesday 24<sup>th</sup> January 2006.**

Cllr Miss D R Goldsmith left the room at 9:35 returning at 9:39.

**12. Report of the Guildhall and Tourism Committee held on Tuesday 7<sup>th</sup> February 2006.**

It was agreed by those Councillors present that the meeting was correctly reported.

Cllr M J Wale informed the Council that six applicants for the post of Guildhall Manager are to be interviewed on Friday.

**RESOLVED: to endorse the Recommendations and Resolutions of the Guildhall and Tourism Committee held on Tuesday 7<sup>th</sup> February 2006.**

**13. Report of the Planning and Highways Committee held on Tuesday 14<sup>th</sup> February 2006.**

It was agreed by those Councillors present that the meeting was correctly reported.

Cllr A J Prior presented the Report of the Planning and Highways Committee and spoke regarding the relationship with the District Council.

06/00008/FUL  
06/00152/FUL  
06/00046/FUL  
06/00335/FUL  
05/02983/FUL  
05/03346/FUL  
05/03387/TPO  
05/03402/FUL  
05/03405/LBC  
06/00019/FUL  
06/00087/TPO  
06/00226/TPO

**RESOLVED: to endorse the Recommendations and Resolutions of the Planning and Highways Committee held on Tuesday 14<sup>th</sup> February 2006.**

**14. Report of the Cedar Close Action Committee held on Thursday 16<sup>th</sup> February 2006.**

It was agreed by those Councillors present that the meeting was correctly reported.

**RESOLVED: to endorse the Recommendations and Resolutions of the Cedar Close Action Committee held on Thursday 16<sup>th</sup> February 2006.**

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**15. Town Clerk;**

**a) Resignation.**

Cllr J D Malcolm informed the Council that he had received a letter of resignation from Town Clerk dated 31<sup>st</sup> January giving one months notice.

**b) Appointment of Town Clerk.**

Cllr J D Malcolm explained the need for speed in processing applications for filling this vacant position.

**c) Appointment of Selection Committee.**

It was agreed that the Selection Committee should comprise of five members to include the Mayor and the Chairman of the Finance, personnel and Licensing Committee.

It is envisaged that shortlisting will take place 2<sup>nd</sup> March 2006 and interviews on 9<sup>th</sup> March 2006.

**RESOLVED: to note; that the Selection Committee consist of Cllrs J D Malcolm, M J Wale, Mrs B M Mooney, Mrs A Spencer and Miss D R Goldsmith.**

**16. Revisit Hackney Licensing – requested by Cllr M J Wale.**

Cllr M J Wale informed the Council that further information was now to hand regarding the probable costs that Chard Town Council would incur if it continued with the delegated powers of Hackney Licensing as discussed by the District Executive and the Scrutiny Committee. These costs would include enforcement, computer requirements and the service level agreement. There had been strong representation from other local towns that Chard should remain in the scheme, thus maintaining local democracy. It was suggested that the Chairman of the Finance, Planning and Personnel Committee and the Finance Officer establish actual and notional costs to the Town Council.

**RESOLVED: to indicate that Chard Town Council might be willing to participate when actual costs are known and to await an offer to be made.**

**17. Location of Meetings – requested by Cllr M J Wale.**

Following a possible clash between Committee meetings and bookings at the Guildhall, discussion took place regarding the relocating of meetings.

**RESOLVED: that all Town Council Committee meetings will meet on Tuesdays at 7:30 pm in either Chard Town Hall or in a suitable place in the Guildhall.**

**18. Accounts for payment: Cheque signatories: Cllrs Mrs B M Mooney and Mrs J L Smith.**

**RESOLVED: to approve the Accounts for Payment.**

**19. Under Lease at Clare House, Millfield, Chard.**

Discussion took place by Councillors.

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**RESOLVED: to agree in principal to grant a sub lease of part of Clare House to Somerset County Council, all legal fees to be paid by the lessee; to request Milford and Dormer, solicitors to act on the Council's behalf.**

**20. Review of Parish Boundaries.**

Cllr A J Prior explained his suggestions for revisions to the Parish Boundaries.

**RESOLVED: to notify the District Committee so they may consider the proposed boundaries.**

**21. Grass cutting at Chard Museum.**

Cllrs D R Hill and A J Prior left the meeting while this agenda item was discussed.

Discussion took place by Councillors to decide whether the grass cutting at the Museum should be done for free or if not at what cost.

**RESOLVED: to cut the grass at Chard Museum at the cost of labour and fuel for the number of cuts made during the season.**

**22. Report of Representatives on Outside Bodies.**

There were no reports from Representatives on Outside Bodies.

**24. Resolution to adopt the amendment to Standing Order No 59 agreed at the Town Council meeting of 16<sup>th</sup> January 2006**

Re-number standing order 59 to 59(a)  
and add 59(b)

The Town Clerk will keep a hard copy of the register of members' interests available for inspection by members and members of the public. This will not be replaced by an electronic record.

**RESOLVED: to adopt the amendment to Standing Order 59**

The meeting was adjourned at 9:45 pm for five minutes.

**25. RESOLVED: that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw: Personnel.**

**d) Update on Employment Tribunal proceedings.**

Cllr J D Malcolm read the Town Clerk's letter of resignation to the Council.

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**RESOLVED: to note.**

**e) Update on Standards Board proceeding.**

Cllr J D Malcolm informed the Council that the draft report had now been issued to both parties. Appeals had to be lodged within a two-week period.

**RESOLVED: to note.**

**f) Update on Staff Vacancies.**

Cllr J D Malcolm informed the Council of the numbers of responses that the various advertisements had produced.

**RESOLVED: to note.**

**26. RESOLVED: in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw:  
Commercial in confidence.**

**Update on Land off Cedar Close.**

Cllr D M Bulmer informed the Council of the current situation.

Cllr J D Malcolm informed Councillors that the deeds had been forwarded to the solicitors to be held to the Council's order.

**RESOLVED: to note.**

**27. RESOLVED: in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw:  
Commercial in confidence  
Update on Guildhall.**

Cllr M J Wale referred to the current situation.

**RESOLVED: that until the final account is received, the Council does not comply with the Contractor's solicitors request.**

The Finance Officer advised the Council of the current situation regarding Party Walls.

**RESOLVED: to agree for the work to be done, payment to be made on satisfactory completion.**

# CHARD TOWN COUNCIL

## Minutes of a Meeting of Chard Town Council held on Monday 20 March 2006.

**Present:** His Worship the Mayor, Cllr J D Malcolm.

**Councillors:** D M Bulmer, J S Evans, Miss D R Goldsmith, D R Hill, Mrs B M Mooney, A J Prior, Mrs J L Smith, Mrs A Spencer, M J Wale and Mrs S P Wyatt.

The Meeting was opened by the Mayor's Chaplain, Rev. Marilyn Tricker.

### **7. Apologies for Absence.**

Apologies for Absence had been received from Cllrs P D C Fitzgerald, Mrs C A Morrison, Mrs J C Shortland, Mrs R T Wickenden and County Councillor P Buchannan.

### **8. Mayor's Announcements.**

His Worship the Mayor noted the achievements of Matt Clay at the Commonwealth Games and stated that he hoped that more formal congratulations would be extended in due course. He reported that he had attended the Tripartite meeting at Crewkerne on 22 February and that minutes of that meeting would be circulated to all Councillors; that on 2 March he had a meeting Inspector Pitman and Sergeant Ross covering topics that included Community Policing, C.C.T.V. and the possibility of establishing a Chard Town / Police Liaison Committee and that on 4 May, Somerset County Council will hold their annual meeting with parishes. This will be the beginning of regular six monthly meetings with parishes and other key local community representatives. The Mayor called for a member to volunteer as the Council's representative. He also reported that a vacancy had arisen for a Chard Town Councillor to sit on the new South Somerset Steering Group, meetings will be held quarterly and rotate around Chard, Yeovil and Ham Hill. Cllr Mrs J Smith volunteered to fill this role. He also noted that Somerset Highways had given notice of a temporary road closure at Summerfields Road, Mitchell Gardens and Crimchard.

**RESOLVED:** to note.

### **3. Minutes of Town Council Meeting held on Monday 20 February 2006.**

It was noted that item 1 should read "Cllr Prior raised a point of order under standing order no. 15. He pointed out that it was a statutory requirement to take the minutes of the previous meeting first followed by business required by statute to be done. If the appointment of a proper officer was a statutory requirement then it should be taken after the minutes." He also pointed out that the order of the agenda was set by standing order 15 therefore the minutes of

the committees of the Town Council came before such items as county councillors reports which were relevant to 15m. It was also noted that that item 19 should read “in principle” not “in principal” and that item 24 first line should read “proposed” not “agreed”.

**RESOLVED: that subject to the above, that the Mayor sign the Minutes of Town Council Meeting held on Monday 20 February 2006.**  
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**6. Declarations of Interest.**

Cllr D M Bulmer declared personal and prejudicial interests in planning applications 06/00426/FUL and 06/00610/FUL.

Cllr Miss D R Goldsmith declared a personal interest in planning application 06/00519/OUT.

Cllr D R Hill declared a personal interest in planning application 06/00610/FUL.

As members of the Selection Committee, Cllrs M J Wale, Miss D R Goldsmith, D R Hill, D M Bulmer and M J Wale all declared personal interests in varying numbers of the applicants.

**7. Public Participation Time. For this agenda item the council adjourns its business under Standing Orders 15 (g) and 68 to allow residents, employees or business people of Chard to address the meeting on any matter.**

**RESOLVED: to suspend Standing Orders to enable members of the public to participate.**

Mr C Rolfe, as an employee of Hygrade and branch secretary of Unison, thanked members for their support following the recent redundancies at Hygrade. He outlined the difficulties in making headway with the management. He informed councillors of forthcoming meetings.

Cllr M J Wale stated that facilities exist within the District Council to act as co-ordinator.

Cllr D M Bulmer said that he had approached officers at the District Council, but they had not been consulted prior to the announcement by Hygrade.

Cllr J D Malcolm informed Mr Rolfe that he supported the work force and that he had spoken to the managing director of Hygrade when the redundancies were announced.

Cllr N Mermagen had spoken to the District Council and that Housing Officers were to be involved.

**RESOLVED: to reinstate Standing Orders.**

**6. Town Council Year to Date Budget.**

**RESOLVED: to note that all Councillors had received and noted the Year to Date Budget.**

## **7. Minutes of the Town Clerk Selection Committee 2 March 2006.**

It was agreed by those Councillors present that the meeting was correctly reported.

Cllr M J Wale thanked his fellow committee members and informed the Council that the new Town Clerk commences employment on 6 April. There had been 30 applicants for the position, five were short-listed and four interviewed, (one applicant withdrew).

Cllr J D Malcolm thanked those councillors who had met the applicants and the staff for their involvement with the refreshments.

**RESOLVED: to endorse the Recommendations of the Town Clerk Selection Committee 2 March 2006.**

## **8. Minutes of the Amenities Committee held on 7 March 2006.**

It was agreed by those Councillors present that the meeting was correctly reported.

Cllr D M Bulmer noted that the letter to Cllr P Buchannan referred to in the resolutions of agenda items 5 and 6b had not yet been written but would be in due course.

**2084**

Discussion took place among councillors regarding the problems with supplying water to the allotments.

**RESOLVED: to endorse the Recommendations of the Amenities Committee held on 7 March 2006.**

## **9 a. Report of the Town Clerk Selection Committee 9 March 2006.**

It was agreed by those Councillors present that the meeting was correctly reported and it was noted that Mr John Furze had been appointed Town Clerk.

**RESOLVED: to endorse the Recommendations and Resolutions of the Town Clerk Selection Committee 9 March 2006.**

## **b. Appointment of Guildhall Manager**

Cllr M J Wale reported that the new Guildhall Manager, Mrs Sandra Hutchings, had been appointed and will commence her duties on 10 April. The question of an adequate number of councillors trained in selection procedures was discussed. It was noted that training for members was available and that those councillors not present at this meeting should contact the office if they wished to avail themselves of this service.

**RESOLVED: to note.**

## **10. Report of the Planning and Highways Committee held on 14 March 2006.**

It was agreed by those Councillors present that the meeting was correctly reported.

**RESOLVED: to endorse the Recommendations and Resolutions of the Planning and Highways Committee held on 14 March 2006.**

**11. Accounts for payment: Cheque signatories: Cllrs Mrs B M Mooney and Mrs J L Smith.**

**RESOLVED: to approve the Accounts for Payment including that to Cards for Good Causes for £1,665.74.**

**12. Report of Representatives on Outside Bodies.**

There were no reports from Representatives on Outside Bodies.

**13. County Councillor's Report.**

There were no County Councillors present.

**14. District Councillors' Report.**

Cllr N Mermagen outlined the new arrangements for the Countryside department, regretting the reduced ward member representation. Cllr Mrs J L Smith volunteered to sit on the committee.

**2085**

Cllr N Mermagen spoke regarding the current position with regard to the Local Transport Plan and would continue to press for the Victoria Road scheme. He also reported on the Household Recycling centre covering various aspects of concern; traffic congestion at Beeching Close, that the hours of closure would be similar to those at other sites and that there was no promise of physical noise reduction. Cllr N Mermagen announced that South Somerset District Council had achieved Beacon Status for the second year running.

Cllr M J Wale reported that Area West's meeting last week had discussed planning at the rear of the Co-op and Fore Street and that an Area West committee is to scrutinise Gully Cleaning. With regard to the Recycling centre, he thought that local residents attitude had been very reasonable given that a bund with a fence on top would reduce noise at no great expense.

Cllr D M Bulmer raised various points regarding the Local Transport Plan relating to Chard; noted that the Recycling plant is due to open by Christmas and said that he will be attending a Sports and Leisure Strategy meeting on 29 March.

**RESOLVED: to note.**

It was noted that as the Standards Board proceedings are now in the public domain, agenda item 15b is not confidential.

**RESOLVED: to bring forward agenda item 15b.**

**15. b) Update on Standards Board proceedings.**

Cllr A J Prior informed the Council that the date for the Adjudication Tribunal had been set for 21 June, to be held at the Shrubbery Hotel, Ilminster.

**RESOLVED: to note.**

The meeting was suspended at 8:45 and resumed at 8:50.

**15. RESOLVED: that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw: Personnel.**

**g) Update on Employment Tribunal proceedings.**

Cllr J D Malcolm informed the Council of the current situation.

**RESOLVED: to note.**

**16. RESOLVED: that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw: Commercial in confidence. Update on Land off Cedar Close.**

Cllr D M Bulmer informed the Council of the current situation.

**RESOLVED: to note.**

2086

**17. RESOLVED: that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw: Commercial in confidence. Update on Guildhall.**

Cllr M J Wale informed the Council of the current position.

**RESOLVED: to write to the two parties asking whether they have the requested information.**

# CHARD TOWN COUNCIL

## Minutes of a Meeting of Chard Town Council held on Monday 24 April 2006.

**Present:** His Worship the Mayor, Cllr J D Malcolm.

**Councillors:** D M Bulmer, Miss D R Goldsmith, D R Hill, Mrs B M Mooney, Mrs C A Morrison, A J Prior, Mrs J C Shortland, Mrs J L Smith, Mrs A Spencer, M J Wale, Mrs R T Wickenden and Mrs S P Wyatt.

The Town Clerk, Mr J Furze and the Finance Officer, Mr T M Cutler.

The Meeting was opened by the Mayor's Chaplain, Rev. Marilyn Tricker.

### **9. Apologies for Absence.**

Apologies for Absence had been received from Cllr J S Evans, P D C Fitzgerald and County Councillor P Buchanan.

### **10. Mayor's Announcements.**

His Worship the Mayor welcomed Mr John Furze to his first Town Council meeting as Town Clerk.

Mr Furze responded outlining his hopes and aspirations for the future and looked forward to working within a spirit of co-operation to make Chard a leading town in the county.

His Worship the Mayor read a letter of thanks from Matthew Clay's family for the reception that Matthew had received. Thanks were extended to Cllrs D R Hill and Mrs J L Smith for their role in organising the event.

Cllr D R Hill stated that the event had proceeded smoothly, thanked the many groups involved and presented the Mayor with a photographic portrait of Matthew to be hung in the Guildhall.

His Worship the Mayor informed the Council that item 11 had been withdrawn from the agenda.

**RESOLVED:** to note.

### **3. Minutes of Town Council Meeting held on Monday 20<sup>th</sup> March 2006.**

**RESOLVED:** that the Mayor sign the Minutes of Town Council Meeting held on Monday 20<sup>th</sup> March 2006.

### **8. Declarations of Interest.**

Cllr A J Prior declared a prejudicial interest in planning application 06/008987/FUL as he is a non-executive director of the Primary Care Trust.

9. **Public Participation Time.** For this agenda item the council adjourns its business under Standing Orders 15 (g) and 68 to allow residents, employees or business people of Chard to address the meeting on any matter.

2087

**RESOLVED:** to suspend Standing Orders to enable members of the public to participate.

No member of the Public wished to participate.

**RESOLVED:** to reinstate Standing Orders

6. **Town Council Year to Date Budget.**

Cllr A J Prior asked questions re the Capital expenditure for the year to date and also the make up of the Capital reserves.

**RESOLVED:** to note that all Councillors had received and noted the Year to Date Budget.

7. **Minutes of the Cedar Close Action Committee held on 24 March 2006.**

It was agreed by those Councillors present that the meeting was correctly reported.

**RESOLVED:** to endorse the resolution of the Cedar Close Action Committee held on 24 March 2006.

8. **Minutes of the Finance, Personnel and Licensing Committee held on 28 March 2006.**

It was agreed by those Councillors present that the meeting was correctly reported.

**RESOLVED:** to endorse the resolutions of the Finance, Personnel and Licensing Committee held on 28 March 2006.

9. **Minutes of the Guildhall and Tourism Committee held on 4 April 2006.**

It was agreed by those Councillors present that the meeting was correctly reported.

It was noted that the meeting was held on Tuesday 4 April and not Tuesday 3 April as printed.

**RESOLVED:** to endorse the resolutions of the Guildhall and Tourism Committee held on 4 April 2006.

10. **Minutes of Planning & Highways Committee held on 11<sup>th</sup> April 2006.**

It was agreed by those Councillors present that the meeting was correctly reported.

**RESOLVED: to endorse the resolutions and recommendations of Planning & Highways Committee held on 11<sup>th</sup> April 2006.**

**11. Chard Festival of Transport.**

– item withdrawn.

**12. Application by Jay Miller’s Circus to visit Chard (Jocelyn Park) on 19<sup>th</sup> – 21<sup>st</sup> June 2006 inc. – Insufficient time to be considered by Amenities Committee.**

**2088**

It was reported that the circus had made a request to come to Chard as part of their South of England tour from 19 to 21 June inclusive, involving a total of four performances. The circus had requested that the charge be £150 for the day of two performances and £100 for the days when one performance would be held.

Councillors discussed the request.

**RESOLVED: subject to gaining the requisite assurances, to welcome the circus to Chard. The charge to be £150 per day.**

**13. Rights to Information when requested (Requested by Cllr P D C Fitzgerald).**

The Town Clerk stated that every Councillor has the right to information. The information will be supplied to the best of the staff’s ability, if possible, available and reasonable.

**RESOLVED: to note.**

**14. Accounts for payment: Cheque signatories: Cllrs D R Hill and Mrs A Spencer.**

**RESOLVED: to approve the Accounts for Payment.**

**15. Suggested possible revision of agenda format (Town Clerk)**

The Town Clerk addressed the Councillors stating the intention to take the Council forward to achieve “Quality Council” status within a 12 month period. This would involve some cosmetic changes to procedures, agendas and minutes as required by the Assessors. Councillors welcomed the proposal recognising that there would be some “slippage” with Standing Orders in the phasing out of the old system and incorporating the new.

**RESOLVED: that Chard Town Council proceed with procedural changes necessary to obtain Quality Council status subject to a formal proposal being presented at the May Town Council meeting.**

#### **16. Report of Representatives on Outside Bodies.**

Cllr D R Goldsmith invited Councillors to the Action for Chard Town A.G.M. to be held in the Town Hall at 7:00 pm on 2 May. It was noted that this venue clashed with the Amenities Committee meeting and therefore the Amenities Committee meeting would now be held in the Mayor's Parlour.

Cllr Mrs S P Wyatt invited Councillors to Chard Disability Action Group's Social Evening to be held at The Healthy Living Centre at 7:00 pm on 16 May 2006.

Cllr Mrs C A Morrison reported on the recent end of year meeting of Chard Young People's Centre, noting that the organization is still in dire financial need although last years deficit of £5,400 was an improvement on the previous year's deficit of £12,000.

Cllr D R Hill reported that the A.G.M. of Chard 2000 had been held the previous Friday. The Rose Bowl had been presented to Daniel Wastnidge for "Courage in the face of adversity".

**RESOLVED: to note.**

2089

#### **17. County Councillor's Report.**

Cllr Mrs J C Shortland informed the Council that she would be using the Weekly Bulletin to impart information to Councillors.

**RESOLVED: to note.**

#### **18. District Councillors' Report.**

Cllr D M Bulmer reported on the Area West Sports and Leisure Strategy noting that it would encourage sports and leisure across the board.

Cllr N Mermagen noted that investment from the District Council for sporting facilities would be made next year.

Cllr A J Prior reported that a £9,000 grant to Chard Museum had been made, although this is then taken back by way of rent.

**RESOLVED: to note.**

**19. RESOLVED: that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw: Personnel.**

#### **h) Update on Employment Tribunal proceedings.**

The Council were informed of the current situation.

**RESOLVED: to note.**

**i) Update on Standards Board proceedings.**

The Council were informed that the final report had been issued and that the venue had been arranged at The Shrubbery Hotel, Ilminster on 21 June 2006.

**20. RESOLVED: that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw: Commercial in confidence.**

**a). Update on Land off Cedar Close.**

There was nothing further to report other than noting that a letter had been received from the Council's solicitors acknowledging receipt of the Council's letter of 24 March 2006.

**RESOLVED: to note.**

**21. RESOLVED: that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw: Commercial in confidence.**

**a). Update on Guildhall.**

**2090**

The Town Clerk informed the Council of the Current position.

**RESOLVED: that the letter of 31 March is rejected and an urgent meeting be set up with the Council's solicitors.**

**MINUTES OF THE ANNUAL MEETING OF CHARD TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL, CHARD ON MONDAY 15TH MAY 2006 AT 7.30PM.**

**PRESENT:** Councillors

Mr J.D. Malcolm (Retiring Mayor)

Mr D.M.Bulmer

Mr J.S.Evans

Miss D.R.Goldsmith

Mr D.R.Hill

Mrs. B.A.Mooney

Mr A.J.Prior

Mrs J C Shortland

Mrs J.L.Smith

Mrs A Spencer

Mr M.J. Wale

Mrs R T Wickenden

Mrs S P Wyatt

**IN ATTENDANCE:**

The Finance Officer, T M Cutler

Six members of the Public

Chaplain: Reverend Marylyn Tricker

Two members of the Press

Prior to commencement of the meeting, the Chaplain offered a Thought for the Day and a Prayer.

**1. ELECTION OF MAYOR**

Councillor M J Wale proposed and Councillor Mrs R T Wickenden seconded Councillor J D Malcolm for election as Mayor and Chairman of the Town Council for the ensuing year.

There were no other nominations.

**RESOLVED - that Councillor J D Malcolm be elected Mayor and Chairman of Chard Town Council until the next Annual Council Meeting in 2007.**

**Note:** – Councillor J D Malcolm took the chair for this item and assumed the chair after his appointment.

**DECLARATION OF ACCEPTANCE OF OFFICE AND OATH OF ALLEGIANCE**

Councillor J D Malcolm read the Declaration of Acceptance of Office and Oath of Allegiance, which he duly signed as Mayor.

**2. APOLOGIES FOR ABSENCE AND TO CONSIDER WHETHER TO APPROVE REASONS GIVEN.**

Cllrs P.D.C. Fitzgerald and Mrs C.A.Morrison had tendered Apologies for Absence, both because of illness. Town Clerk, Mr John Furze due to pre-booked holiday prior to appointment.

**RESOLVED – to accept the reasons given for absence.**

**3. MAYORS APPOINTMENTS**

The Mayor made the following appointments:

Mayoress            Cllr Mrs B M Mooney

Mace Bearer        Mr M Wheadon

Chaplain            Rev. Marylyn Tricker

**4. DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

**5. ELECTION OF DEPUTY MAYOR**

Councillor Mrs B M Mooney, seconded by Councillor Mrs J L Smith, proposed Councillor M J Wale for election as Deputy Mayor and Vice Chairman for the ensuing year.

Councillor Mrs S P Wyatt, seconded by Councillor Mrs R T Wickenden, proposed Councillor D M Bulmer for election as Deputy Mayor and Vice Chairman for the ensuing year.

Councillor A J Prior invoked Standing Order no.10, ie to record the names of members who voted and to show how they voted.

Councillors Mrs J C Shortland, M J Wale, Mrs J L Smith, Mrs A Spencer, Mrs B M Mooney, J D Malcolm and Miss D R Goldsmith voted for Councillor M J Wale.

Councillors R T Wickenden, Mrs S P Wyatt, A J Prior and D M Bulmer voted for Councillor D M Bulmer.

Councillors D R Hill and J S Evans abstained from voting.

**RESOLVED - that Councillor M J Wale be appointed Deputy Mayor and Vice-Chairman of Chard Town Council until the next Annual Council Meeting in 2007.**

6. **APPOINTMENT TO COMMITTEES**

**PLANNING & HIGHWAYS**

Councillors D M Bulmer, Miss D R Goldsmith, Mrs B M Mooney, A J Prior, Mrs A Spencer and Mrs R T Wickenden with the Mayor and Deputy Mayor ex-officio.

**FINANCE, PERSONNEL AND LICENSING**

Councillor D R Hill with the Mayor and Deputy Mayor ex-officio.

**AMENITIES**

Councillors D M Bulmer, D R Hill, Mrs J L Smith, Mrs A Spencer, Mrs R T Wickenden and Mrs S P Wyatt with the Mayor and Deputy Mayor ex-officio.

**GUILDHALL & TOURSIM**

Councillors D R Hill, Miss D R Goldsmith, Mrs B M Mooney, Mrs J C Shortland, Mrs J L Smith, Mrs A Spencer and Mrs S P Wyatt with the Mayor and Deputy Mayor ex-officio.

**CEDAR CLOSE**

Councillors D M Bulmer, J D Malcolm, A J Prior and M J Wale.

It was noted that Councillors P D C Fitzgerald and Mrs C A Morrison would advise the Council of their choice of committees on their return from illness.

**RESOLVED - that the Committees consist of the Councillors as stated above.**

**(NOTE - CHAIRS TO BE APPOINTED BY THE COMMITTEES AT THEIR FIRST MEETING)**

## **7. APPOINTMENTS OF REPRESENTATIVES TO OUTSIDE BODIES AND ORGANISATIONS**

<b>Organisation</b>	<b>No</b>	<b>Representative</b>
Action for Chard Town	1	Cllr Miss D R Goldsmith
Chard Disability Action Group	1	Cllr Mrs S P Wyatt
Chard Helmstedt Society	1	Cllr J D Malcolm
Chard Museum	1	Cllr J D Malcolm
Chard Seica Mare Society	1	Cllr J S Evans
Chard Young People's Centre	1	Cllr Mrs C A Morrison
Chard 2000	1	Cllr D R Hill
Community Safety Panel	1	Cllrs Mrs A Spencer
CRESTA Management Committee	1	Cllr A J Prior

Chard Chamber of Trade and Commerce, Chard Reservoir Management Group and the Foreign Workers Forum had been discontinued and accordingly no appointments made.

**RESOLVED - to note**

### **8. MINUTES OF TOWN COUNCIL MEETING HELD ON 24<sup>TH</sup> APRIL 2006**

It was noted that Agenda item 18 should have reported a grant award to the Young People's centre and that the grant to Chard Museum was for £9,500 with £9,000 being taken back by way of rent. The minutes of the Town Council meeting held on 24<sup>th</sup> April 2006 were received and signed as a correct record.

**RESOLVED – that the Minutes of the Town Council Meeting held on 24<sup>th</sup> April 2006 be received.**

### **9. EXCLUSION OF PRESS AND PUBLIC.**

Councillors had no other agenda items to be treated as confidential.

**RESOLVED - that Items 16,17 and 18 on the agenda to be heard with the Press and Public excluded.**

### **10. NOTICE OF MOTION – From the Town Clerk – “That this Council seeks to achieve Quality Council status and is doing so agrees to review its Standing Orders as required”.**

Councillor A J Prior proposed an amended motion – “ That this Council seeks to achieve the standards required for quality status, including the updating of Standing Orders, but postpones a formal application until after the 2007 Town Council elections.”

The amended motion was defeated and the substantive motion carried by twelve votes for, none against with one abstention.

**RESOLVED - That this Council seeks to achieve Quality Council status and is doing so agrees to review its Standing Orders as required.**

### **11. MINUTES OF THE PLANNING & HIGHWAYS COMMITTEE MEETINGS**

Councillor A J Prior moved the acceptance of the minutes of the Planning Committee and confirmation of the minutes of the Committee meeting held on Tuesday 9<sup>th</sup> May 2006 (as previously circulated.)

**RESOLVED - that the minutes of the Planning Committee Meetings held on Tuesday 9<sup>th</sup> May 2006 be received.**

**12. MINUTES OF THE AMENITIES COMMITTEE**

Councillor D M Bulmer moved the acceptance of the minutes of the Amenities Committee Meeting held on 2<sup>nd</sup> May 2006 (as previously circulated).

**RESOLVED - that the minutes of the Amenities Committee Meeting held on 2<sup>nd</sup> May 2006 be received.**

**13. TOWN COUNCIL YEAR TO DATE (Y2D) BUDGET**

**RESOLVED – to note that all Councillors had received and noted the Year to Date Budget.**

**14. ACCOUNTS FOR PAYMENT**

**RESOLVED – to approve the Accounts for Payment.**

**15. REPORTS FROM OUTSIDE BODIES**

Councillor J D Malcolm reported that Chard Museum had been awarded full accreditation status, a recognition that only a few museums in the country have. Councillor Mrs A Spencer, on behalf of the Community Safety Panel, reported that discussions involving various bodies had covered disorderly behaviour, shopping trolleys, the housing shortage, the Fire Officers report, and the Justice Panel's report. Councillor Miss D R Goldsmith informed the Council that she was no longer the "Chair" of Action for Chard Town, this office now filled by Cllr Mrs C A Morrison. Councillor Miss D R Goldsmith is now Publicity and Press officer. Councillor M J Wale informed the Council of the current situation with regard to the C.C.T.V., that the new equipment should be installed by this coming Monday.

- 16. RESOLVED – that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw**  
**In Confidence – Cedar Close Update**

Councillor D M Bulmer informed the Council that correspondence had been received and that this would be discussed by the Cedar Close Action Committee meeting on Wednesday 17<sup>th</sup> May 2006.

**RESOLVED – to note**

- 17. RESOLVED – that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw**

**In Confidence – Guildhall Update**

Councillor J D Malcolm informed councillors of the current situation.

**RESOLVED – to note**

- 18. RESOLVED – that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw**

**In Confidence – Industrial Tribunal**

Councillor J D Malcolm informed Councillors of the current situation.

**RESOLVED – to note**

The meeting closed at 9.00pm

**MINUTES OF THE MEETING OF CHARD TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL CHARD ON MONDAY 19<sup>TH</sup> JUNE 2006 AT 7:30PM.**

PRESENT: Councillors

His Worship the Mayor, Mr J D Malcolm

Mr D M Bulmer

Miss D R Goldsmith

Mr D R Hill

Mrs C A Morrison

Mrs B A Mooney

Mr A J Prior

Mrs J C Shortland

Mrs J L Smith

Mrs A Spencer

Mrs R T Wickenden

Mrs S P Wyatt

The Responsible Finance Officer, T M Cutler

Prior to commencement of the meeting, the Chaplain offered a Thought for the Day and a Prayer.

**19. Apologies for absence and to consider whether to approve reasons given.**

Apologies for Absence had been received from Cllr M J Wale, holidays and Cllrs J S Evans and P D C Fitzgerald, both illness.

**RESOLVED – to note.**

**20. Mayors Announcements.**

His Worship the Mayor informed the Council that Mr and Mrs Stone had written expressing their thanks for the Outstanding Service Award to the People of Chard. Agenda item no.6 will be postponed as the District Officer due to give the presentation has left the employ of the District Council.

**21. Declarations of Interest.**

Cllr D M Bulmer declared a personal and prejudicial interest in planning application no. 06/01476/FUL and Cllr A J Prior declared a personal and prejudicial interest in planning application no. 06/01313/LBC, Town Council agenda item no.9, Planning and Highways.

**22. Council Meeting – Minutes of the Council meeting held on 15<sup>th</sup> May 2006**

To receive the minutes of the Council meeting held on 15<sup>th</sup> May 2006.

It was noted that the Resolution to agenda item 6, Appointment to Committees should

incorporate that Cllr A J Prior was to be precluded from the Amenities and Planning and Highways committees until the Standards Board have reached their decision.

**RESOLVED – that, subject to the above, the minutes of the Town Council meeting held on 15<sup>th</sup> May be received and signed as a correct record.**

**23. Exclusion of the press and public- to agree any items to be dealt with after the public (including the press) has been excluded under Standing Order 41.**

**RESOLVED – that Agenda items 18 and 20 not be treated as confidential and dealt with before the public (including the press) has been excluded under Standing Order 41.**

**24. Presentation by Area Development Team of South Somerset District Council on Chard Community Forum**

This presentation has been postponed until the autumn.

**25. To adopt A Policy on Volunteering for Chard Town Council.**

Cllr D R Hill addressed the Council stating that such a Policy would be amongst the first in Somerset and that it would be monitored and updated on a regular basis.

**RESOLVED – to adopt a Policy on Volunteering for Chard Town Council.**

**26. Supplementary Appointments to Committees**

Cllrs P D F Fitzgerald and Mrs C A Morrison requested to be elected to their chosen Committees.

**RESOLVED – that Cllr P D C Fitzgerald be elected to the Finance, Personnel and Licensing, Amenities and Planning and Highways Committees and that Cllr Mrs C A Morrison be elected to the Amenities and Finance, Personnel and Licensing Committees.**

**27. Planning & Highways Committee - to receive the minutes of the Planning & Highways Committee meetings held on 13<sup>th</sup> June 2006.**

**RESOLVED - that the minutes of the Planning & Highways Committee meetings held on 13<sup>th</sup> June 2006 be signed as a correct record.**

**28. Finance, Personnel & Licensing Committee – to receive the minutes of the Finance, Personnel & Licensing Committee held on 30<sup>th</sup> May 2006.**

**RESOLVED – that the minutes of Finance, Personnel & Licensing Committee held on 30<sup>th</sup> May 2006 be signed as a correct record and to adopt the recommendations and resolutions contained therein.**

**29. Guildhall & Tourism Committee – to receive the minutes of the Guildhall & Tourism Committee meeting held on 6<sup>th</sup> June 2006 and to adopt the recommendations and/or resolutions contained therein.**

It was noted that Cllr Mrs S P Wyatt did not attend the meeting although listed as being present. It was agreed that the resolution at agenda item no 12 should read "...if this is not agreed because of English Heritage, a letter...." .

**RESOLVED – that, subject to the above, the minutes of the Guildhall & Tourism Committee meeting held on 6<sup>th</sup> June 2006 be signed as a correct record and to adopt the recommendations and resolutions contained therein.**

**30. Cedar Close Action Committee – to receive minutes of the meeting of the Cedar Close Action Committee held on 17<sup>th</sup> May 2006 and to note the resolution contained therein.**

**RESOLVED - that the minutes of the Cedar Close Action Committee held on 17<sup>th</sup> May 2006 be signed as a correct record and to adopt the resolution contained therein.**

**31. Town Council Year to Date (Y2D) Budget - To review the budget information previously circulated.**

**RESOLVED – TO NOTE THAT ALL COUNCILLORS HAD RECEIVED AND NOTED THE YEAR TO DATE BUDGET.**

**32. Accounts for Payment to review and approve items of expenditure including those to Van der Steen Hall £6,411.02 and Chard Christmas Lights, £1,901.33 – Cheque signatories to be Cllrs Mrs J L Smith and D R Hill.**

**RESOLVED - to approve the Accounts for Payment.**

**33. Report of the Tri-partite Meeting between the towns of Chard, Ilminster and Crewkerne held on Wednesday 14<sup>th</sup> June 2006.**

Cllr J D Malcolm reported on the Tri-partite meeting noting that subjects discussed included the French market; Crime and Disorder issues; the Clean Neighbourhood Environment Act 2005 and Hackney Carriage licensing.

**RESOLVED – to note.**

**34. Reports from Representatives on Outside Bodies.**

Cllr Mrs J L Smith updated the Council on the Reservoir Committee, that a new bird identification leaflet was to be produced, that Chard Countryside day is to be held on 27<sup>th</sup> July and that a litter bin has been placed in the car park at the reservoir on a trial basis. Cllrs M J Wale and Mrs C A Morrison were nominated to represent Chard Town Council and Action for Chard Town respectively on the South Somerset Market Towns Investment Group. Cllr Miss D R Goldsmith on behalf of Action for Chard Town spoke regarding Market Towns Forum funding and the transport survey to be conducted by Somerset County Council. Cllr Mrs S P Wyatt, on behalf of the Chard Disability Action Group thanked the Mayor and the Mayoress for attending a recent successful evening event.

**RESOLVED – to note.**

**35. REPORT FROM THE TOWN CLERK ON THE PROGRESS OF NEGOTIATION WITH WESSEX WATER ON THE PROBLEM OF WATER SUPPLY TO THE ALLOTMENTS.**

The Mayor read a report prepared by the Town Clerk stating a meeting had taken place between representatives of the Allotment Holders Association to come up with a short term solution to the current problem. The Council, the landlord and Wessex Water are negotiating a long term solution involving re-routing the pipe work. Discussion took place by Councillors noting that any changes to charges to allotment holders would have to go before the Amenities Committee.

**RESOLVED – to note.**

**36. (Item 5 above refers) - Update on Land off Cedar Close.**

It was noted that apart from one letter received from the solicitors stating that they hoped to expedite matters, there was nothing further to report.

**RESOLVED – to note; to bring forward agenda item 20**

**37. (Item 5 above refers) - Industrial Tribunal.**

Cllr J D Malcolm read a report to the Council regarding the current situation noting that the date for the full hearing has been set for 2<sup>nd</sup> October 2006.

**RESOLVED – to note.**

**38. RESOLVED – that in view of the confidential nature of the business about to be transacted, it is advisable that the press and public be excluded during consideration of this item (Item 5 above refers): Commercial in Confidence - Guildhall Update.**

Cllr J D Malcolm informed the Council of the current situation.

**RESOLVED – to note.**

The meeting closed at 9:02 pm.

**MINUTES OF THE EXTRAORDINARY MEETING OF CHARD TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL CHARD ON MONDAY 24<sup>TH</sup> JULY 2006 AT 7:30PM.**

PRESENT: Councillors

The Mayor, Mr J D Malcolm

Mr D M Bulmer

Mr P D C Fitzgerald

Miss D R Goldsmith (arrived 7:35 pm)

Mr D R Hill

Mrs C A Morrison

Mrs B M Mooney

Mrs J C Shortland

Mrs J L Smith

Mrs R T Wickenden

Mrs S P Wyatt

Mr M J Wale

IN ATTENDANCE:

The Town Clerk, Mr G J Furze and the Responsible Finance Officer, Mr T M Cutler,

**54. Apologies for absence and to consider whether to approve reasons given.**

There were no apologies for absence.

**RESOLVED – to note.**

**55. Exclusion of the Press and Public – To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 41.**

**RESOLVED – that Agenda item no.3 be treated as confidential and dealt with after the public (including the press) has been excluded under Standing Order no 41.**

**56. RESOLVED - In view of the confidential nature of the business to be transacted that the press and public will be excluded during consideration of this item:**

Commercial in Confidence – Guildhall Update

The Town Clerk informed the Council of the current situation.

**RESOLVED – that the Council notes the contents of the letter dated 14<sup>th</sup> July from Melhuish and Saunders Ltd and delegates the Town Clerk in consultation with the Chairman of the Guildhall and Tourism Committee, subject to consultation with the Council's solicitors, to negotiate a settlement within the terms of the letter.**

The meeting closed at 8:10 pm.

**MINUTES OF THE MEETING OF CHARD TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL CHARD ON MONDAY 17<sup>TH</sup> JULY 2006 AT 7:30PM.**

PRESENT: Councillors  
The Mayor, Mr J D Malcolm  
Mr D M Bulmer  
Mr P D C Fitzgerald  
Miss D R Goldsmith  
Mr D R Hill  
Mrs C A Morrison

Mrs B M Mooney  
Mrs J C Shortland  
Mrs J L Smith  
Mrs A Spencer  
Mrs R T Wickenden  
Mrs S P Wyatt  
Mr M J Wale

IN ATTENDANCE:

The Town Clerk, Mr G J Furze and the Responsible Finance Officer, Mr T M Cutler,  
The Rev. Marilyn Tricker, County Councillor P Buchannan, District Councillor N Mermagen, two members of the press and two members of the public.

Prior to commencement of the meeting, the Chaplain offered a Thought for the Day and a Prayer.

**39. Apologies for absence and to consider whether to approve reasons given.**

Apologies for Absence had been received from Cllr J S Evans, illness.

**RESOLVED – to note.**

**40. Mayors Announcements.**

The Mayor welcomed Cllr P Fitzgerald back after his absence. The Mayor informed the Council that he, together with the Mayoress, had attended the 15<sup>th</sup> birthday celebrations of Somerset Care and that Somerset Care had donated a crystal vase to the Council. The vase would be put on display in the Mayor's Parlour or used for floral displays when appropriate.

**41. Declarations of Interest.**

There were no Declarations of Interest.

**42. Report from the Town Clerk** on the Standards Board for England's Adjudication Panel hearing held at Ilminster on 21<sup>st</sup> June 2006.

The Town Clerk informed Councillors of the Standards Board's findings of the Tribunal held on 21<sup>st</sup> June 2006 and of the Tribunal's recommendations to Chard Town Council. The Tribunal decided that Cllr A J Prior should be disqualified from being, or becoming, a member of any relevant authority within the meaning of the Local Government Act 2000 until, and including, 21<sup>st</sup> March 2007. The Town Clerk noted the time frame required to fill the vacancy following the disqualification and stated that the Tribunal's full decision is available for perusal at the Council Office or the Adjudication Panel's website.

The Town Clerk requested delegated powers to commence to electoral procedures.

**RESOLVED – to note; that the Town Clerk commence the Electoral process when appropriate.**

**43. Council Meeting – Minutes** – To confirm the Minutes of the Council meeting held on 19<sup>th</sup> June 2006.

**RESOLVED - that the minutes of the Council meeting held on 19<sup>th</sup> June 2006 be signed as a correct record**

**44. Exclusion of the Press and Public** – To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 41.

**RESOLVED – that no Agenda item be treated as confidential and dealt with before the public (including the press) has been excluded under Standing Order no 41.**

**45. Notice of Motion from Town Clerk - Allotments**

Chard Town Council resolves that with effect from October 2007 the charges for Allotments be varied to include:-

1. A charge for rental of the allotment and
2. a pro-rata charge for water used based on the Annual Charge for water used in the preceding 12 months

**RESOLVED - that with effect from October 2007 the charges for Allotments be varied to include: a charge for rental of the allotment and a pro-rata charge for water used based on the Annual Charge for water used in the preceding 12 months.**

**46. Notice of Motion from Town Clerk – Line Management of Town Clerk**

With immediate effect, the terms and conditions of the Town Clerk should be amended as follows: "The Town Clerk will be 'Line Managed' by the Finance, Personnel and Licensing Committee".

**RESOLVED - With immediate effect, the terms and conditions of the Town Clerk should be amended as follows: "The Town Clerk will be 'Line Managed' by the Finance, Personnel and Licensing Committee".**

**47. Notice of Motion from Town Clerk – Composition of Finance, Personnel & Licensing Committee (FPL)**

With immediate effect the composition of the FPL Committee shall be amended as follows:- "EX-officio members of the FPL will be – Mayor, Deputy Mayor, Chair of Amenities Committee, Chair of Planning & Highways Committee and Chair of Guildhall & Tourism Committee".

**RESOLVED - With immediate effect the composition of the FPL Committee shall be amended as follows:- "EX-officio members of**

**the FPL will be – Mayor, Deputy Mayor, Chair of Amenities Committee, Chair of Planning & Highways Committee and Chair of Guildhall & Tourism Committee.**

**48. Planning & Highways Committee** – to receive the minutes of the Planning & Highways Committee meeting held on the 11<sup>th</sup> July 2006.

**RESOLVED – that the draft minutes of the Planning & Highways Committee meeting held on the 11<sup>th</sup> July 2006 be adopted together with the recommendations and resolutions contained therein.**

**49. Amenities Committee** - to receive the minutes of the Amenities Committee meeting held on the 4<sup>th</sup> July 2006.

It was noted that the reasons for the refusal of John Lawson's application to hold a circus in Jocelyn Park in June 2007 had been advised to the proprietor.

**RESOLVED – that the draft minutes of the Amenities Committee meeting held on the 4<sup>th</sup> July 2006 be adopted together with the recommendations and resolutions contained therein.**

**50. Town Council Year to Date Budget** – to review the budget information previously circulated.

**RESOLVED – to note that all Councillors had received and noted the Year to Date budget.**

**51. Adoption of Accounts for the year ending March 2006 and the signing of the Annual Return.**

**RESOLVED – that the Accounts for the year ending March 2006 be adopted and that the Annual Return be signed.**

**52. Accounts for Payment** – to review and approve items of expenditure – cheque signatories to be Cllrs J D Malcolm and Mrs B M Mooney.

**RESOLVED – to approve the Accounts for Payment.**

**53. Reports from Representatives on Outside Bodies.**

Cllr Mrs C A Morrison reported that the A.G.M. of New Generation had been held on 20<sup>th</sup> July 2006.

Cllr Mrs S P Wyatt reported that the A.G.M. of the Chard Disability Action Group had been held the previous Tuesday; that the Group had had

a successful year and advised of forthcoming events. She produced a copy of the Group's accounts to be circulated via the Bulletin.

**RESOLVED – to note.**

The meeting closed at 8:45 pm.

**MINUTES OF THE MEETING OF CHARD TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL CHARD ON MONDAY 21<sup>st</sup> AUGUST 2006 AT 7:30PM.**

*PRESENT: Councillors*  
*The Mayor, Mr J D Malcolm*  
*D M Bulmer*  
*P D C Fitzgerald*  
*Miss D R Goldsmith*  
*D R Hill*

*Mrs C A Morrison*  
*Mrs B M Mooney*  
*Mrs J L Smith*  
*Mrs A Spencer*  
*Mrs S P Wyatt*  
*M J Wale*

**IN ATTENDANCE:**

*The Town Clerk, Mr G J Furze and the Responsible Finance Officer, Mr T M Cutler.*  
*The Mayor's Chaplain, The Rev. Marilyn Tricker, District Councillor N Mermagen, two members of the press and two members of the public.*

*At the commencement of the meeting, the Chaplain offered a Thought for the Day and a Prayer.*

**57. Apologies for absence and to consider whether to approve reasons given.**

Apologies for Absence had been received from – Cllr J S Evans - illness, -Mrs J C Shortland - holidays and Mrs R T Wickenden - Hospital.

**RESOLVED – to note.**

**58. Mayors Announcements.**

The Mayor announced two forthcoming events to which Councillors are invited. On the 10<sup>th</sup> September 2006 there is to be a R.A.F.A. service at St Mary's church at 10:00am and on the 29<sup>th</sup> September 2006 the Mayor and Mayoress will host an event as part of the MacMillan Nationwide Coffee Morning in the Café at the Guildhall at 10:00am.

**59. Declarations of Interest.**

Cllr J D Malcolm declared a prejudicial interest in planning application 06/02520/FUL and Cllr Miss D R Goldsmith declared a personal interest in the Advice of Appeal Receipt, both items from the Planning & Highways Committee meeting held on 8<sup>th</sup> August 2006.

**60. Council Meeting – Minutes** – To confirm the Minutes of the Council meeting held on 17<sup>th</sup> July 2006.

**RESOLVED - that the minutes of the Council meeting held on 17<sup>th</sup> July 2006 be signed as a correct record.**

**61. Extraordinary Council Meeting – Minutes** – To confirm the Minutes of the Council meeting held on 24<sup>th</sup> July 2006.

**RESOLVED – that the minutes of the Extraordinary Council Meeting held on 24<sup>th</sup> July 2006 be signed as a correct record.**

**62. Exclusion of the Press and Public** – To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 41.

**RESOLVED – that no Agenda item shall be treated as confidential and dealt with before the public (including the press) has been excluded under Standing Order no 41.**

**63. Notice of By-Election – Holyrood Ward**

The Town Clerk informed Councillors that three candidates have declared that they will stand for the vacancy for Town Councillor in Holyrood Ward in the By-Election to be held on 14<sup>th</sup> September 2006.

**RESOLVED – to note.**

**64. Guildhall Redevelopment – Discharge of item.**

The Town Clerk informed Councillors that he and Cllr M J Wale had met with the Managing Director of the Building Contractors, that a figure of £24,000 had been agreed in full and final settlement, a signed receipt obtained and a VAT invoice received.

**RESOLVED – to note.**

**65. Planning & Highways Committee** – to receive the minutes of the Planning & Highways Committee meeting held on the 8<sup>th</sup> August 2006 and to adopt the Resolutions and Recommendations contained therein.

The mayor announced that the Committee had elected Cllr Mrs R T Wickenden as Chairman for the ensuing year.

**RESOLVED – to note the minutes of the Planning & Highways Committee meeting held on the 8<sup>th</sup> August 2006, to accept the recommendations contained therein and that they be signed as a correct record.**

**66. Finance, Personnel and Licensing Committee** - to receive the minutes of the Finance, Personnel and Licensing Committee meeting held on the 25<sup>th</sup> July 2006 and to adopt the Resolutions and Recommendations contained therein in particular:

*"Members of the Finance, Personnel and Licensing Committee recommend that the Town Council delegates to the Town Clerk, in conjunction with the Chairman of the relevant committee, matters that require urgent decision to be taken. Such matters and decisions taken*

*under these powers to be reported in full at the next Town Council meeting”.*

Cllr D R Hill presented the minutes expanding on certain items. He noted that two items were “recommendations” and required resolutions.

The Town Clerk informed the Council of the reasons why he had asked for additional powers to deal with urgent matters. This recommendation was unanimously approved.

The recommendation to agree in principle to apply for a licence for wedding ceremonies at the Guildhall was approved by 10 votes for with one abstention.

**RESOLVED – to note the minutes of the Finance, Personnel and Licensing Committee meeting held on the 4<sup>th</sup> July 2006, to accept the recommendations contained therein and that they be signed as a correct record.**

**67. Town Council Year to Date Budget** – to review the budget information previously circulated.

**RESOLVED – that all Councillors had received and noted the Year to Date budget.**

**68. Accounts for Payment** – to review and approve items of expenditure – cheque signatories to be Cllrs D R Hill and Mrs A Spencer.

Questions were asked regarding the cheques to Wickstead and Steelway for £10,798.28 and £24,347.38 respectively relating to the play areas at Henson Park and Ashcroft. It was noted that these cheques would not be issued until the works had been certified as complete.

**RESOLVED – to approve the Accounts for Payment.**

**82. Reports from Representatives on Outside Bodies.**

There were no reports from representatives on Outside Bodies.

The meeting closed at 8:15 pm.

**MINUTES OF THE MEETING OF CHARD TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL CHARD ON MONDAY 18<sup>th</sup> SEPTEMBER 2006 AT 7:30PM.**

PRESENT: Councillors

The Mayor, Mr J D Malcolm

D M Bulmer (left 8:30 pm)

P D C Fitzgerald

Miss D R Goldsmith

D R Hill

Mrs C A Morrison

Mrs B M Mooney

D J Orchard

Mrs J L Smith

Mrs A Spencer

Mrs S P Wyatt

M J Wale

Mrs R T Wickenden

IN ATTENDANCE:

The Town Clerk, Mr G J Furze and the Responsible Finance Officer, Mr T M Cutler(left 8:25 pm)

The Mayor's Chaplain, The Rev. Marilyn Tricker, District Councillor N Mermagen, one member of the press and three members of the public.

At the commencement of the meeting, the Chaplain offered a Thought for the Day and a Prayer.

Cllr J D Malcolm welcomed Cllr D J Orchard to his first Town Council meeting.

**70. Apologies for absence and to consider whether to approve reasons given.**

Apologies for Absence had been received from Cllr Mrs J C Shortland and County Councillor P Buchanan, both of whom are attending their party's annual conference.

**RESOLVED – to note.**

**71. Mayors Announcements.**

The Mayor thanked those Councillors who had attended the R.A.F.A. service at St Mary's church on 29<sup>th</sup> September and invited Councillors and partners to attend his Civic Night to be held on 14<sup>th</sup> October, Carnival day, (request that the office is informed by those attending). At the request of the Mayor, the Town Clerk informed the council that Chard had for the third consecutive year achieved "Silver Gilt" status and the portfolio was available for Councillor's perusal. The Mayor asked the Hanging Committee to consider placing the certificate in the Guildhall foyer.

**72. Declarations of Interest.**

There were no Declarations of Interest.

**73. Council Meeting – Minutes – To confirm the Minutes of the Council meeting held on 21<sup>st</sup> August 2006.**

**RESOLVED - that the minutes of the Council meeting held on 21<sup>st</sup> August 2006 be signed as a correct record.**

**74. Exclusion of the Press and Public** – To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 41.

**RESOLVED – that Agenda item 14, Staff in Confidence – Industrial Tribunal, be treated as confidential and dealt with after the public (including the press) has been excluded under Standing Order no 41.**

**75. Planning & Highways Committee** – to receive the minutes of the Planning & Highways Committee meeting held on the 12<sup>th</sup> September 2006 and to adopt the Resolutions and Recommendations contained therein.

Cllr Mrs R T Wickenden presented the minutes of the Planning & Highways Committee meeting.

Much discussion took place by Councillors regarding various difficulties with timing and availability of information experienced by members when considering planning applications.

The Mayor stated that discussions were ongoing to overcome the problems.

**RESOLVED – to note the minutes of the Planning & Highways Committee meeting held on the 12<sup>th</sup> September 2006, to accept the recommendations contained therein and that they be signed as a correct record.**

**76. Guildhall & Tourism Committee** - to receive the minutes of the Guildhall & Tourism Committee meeting held on the 5<sup>th</sup> September 2006 and to adopt the Resolutions and Recommendations contained therein.

**RESOLVED – to note the minutes of the Guildhall & Tourism Committee meeting held on the 5<sup>th</sup> September 2006, to accept the recommendations contained therein and that they be signed as a correct record.**

**77. Town Council Year to Date Budget** – to review the budget information previously circulated.

**RESOLVED – that all Councillors noted the Year to Date budget.**

**78. Accounts for Payment** – to review and approve items of expenditure – cheque signatories to be Cllrs J D Malcolm and Mrs B M Mooney.

**RESOLVED – to approve the Accounts for Payment.**

**79. Authority to Sign Transfer Document** – To agree that the Mayor and Deputy Mayor be authorised to sign the Transfer Document for the Council to purchase Watts Store (aka the Chip Shop depot) from S.S.D.C.  
After a vote, 12 votes for and 1 abstention, it was

**RESOLVED – that the Mayor and Deputy Mayor be authorised to sign the Transfer Document for the Council to purchase Watts Store (aka the Chip Shop depot) from S.S.D.C**

**80. Town Clerk's Delegated Powers.** The Town Clerk will give Council details of any matters dealt with under his delegated powers since the last meeting of the Council.

The Town Clerk had not used his delegated powers since the last Town Council meeting.

**81. Ilminster / Donyatt / Knowle St Giles / Chard Heritage Project.** (Letter previously circulated in The Bulletin) To consider if this Town Council wishes to give support to the Heritage Lottery application for this project.

**RESOLVED – that the Town Council supports the Heritage Lottery application for this project and that the Mayor replies accordingly.**

**82. Reports from Representatives on Outside Bodies.**

Cllr D R Goldsmith informed Councillors that an Adult Family Learning day is to be held at the Guildhall on 14<sup>th</sup> October.

Mrs S P Wyatt noted that a similar course is to be held at Yeovil College. On behalf of the Chard Disability Action Group, she asked Councillors for their suggestions for future projects for the Group.

Cllr Mrs B M Mooney advised Councillors that a Macmillan Coffee morning will be held at the café at the Guildhall on 29<sup>th</sup> September.

**83. RESOLVED – that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.**

**Staff in Confidence – Industrial Tribunal**

The Press and Public withdrew.

The Town Clerk cautioned Members and Officers regarding Declarations of Interest relating to "Friendship", "Breach of Confidence",

“Prejudicing the case” and “Natural Justice” in connection with the forthcoming Industrial Tribunal.

The Finance Officer, T M Cutler declared a prejudicial interest and withdrew.

Cllr D M Bulmer declared a prejudicial interest and withdrew.

Cllrs Mrs R T Wickenden, Mrs S P Wyatt, P D C Fitzgerald and D R Hill all declared a personal interest and stayed in the room.

The Town Clerk updated the Council on the current situation.

**RESOLVED – that any decisions required to be taken in connection with the forthcoming Industrial Tribunal shall be delegated to the Town Clerk in consultation with all members of the Defence Committee comprised of the Mayor, Deputy Mayor, Chairman of the Finance, Personnel and Licensing Committee and Cllr Mrs R T Wickenden.**

The meeting closed at 9:25 pm.

**MINUTES OF THE MEETING OF CHARD TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL, CHARD ON MONDAY 16<sup>th</sup> OCTOBER 2006 AT 7:30PM.**

PRESENT: Councillors

The Mayor, J D Malcolm  
D M Bulmer  
D R Hill  
Mrs C A Morrison  
Mrs B M Mooney  
D J Orchard

Mrs J C Shortland  
Mrs J L Smith  
Mrs S P Wyatt  
M J Wale  
Mrs R T Wickenden

IN ATTENDANCE:

The Town Clerk, Mr G J Furze and the Responsible Finance Officer, Mr T M Cutler.

The Mayor's Chaplain, The Rev. Marilyn Tricker, District Councillor N Mermagen, 1 member of the press and 3 members of the public.

At the commencement of the meeting, the Chaplain offered a Thought for the Day and a Prayer.

County Councillor Mrs J C Shortland presented a cheque for £750 from the County Council Community Budget to the Town Council for use by the Guildhall to improve its "front of house" image.

NOTE – Minutes numbered sequentially through the Council 'year'.

**84. Apologies for absence and to consider whether to approve reasons given.**

*Apologies for Absence had been received from Cllrs Miss D R Goldsmith and Mrs A Spencer, both on holiday, Cllr P D C Fitzgerald, illness and County Councillor P Buchannan.*

**RESOLVED – to note and approve the reasons given.**

**85. Mayors Announcements.**

*The Mayor thanked all those who had supported the Carnival and Civic Night, noting that the events had been successful.*

**86. Declarations of Interest.**

Cllr D M Bulmer asked it be recorded that, on legal advice that he had taken, he had no interest to declare in agenda items 5, Report of the Town Clerk on the findings of the Standards Board and 15, Report of the Town Clerk on the results of the Employment Tribunal.

**87. Council Meeting – Minutes** – To confirm the Minutes of the Council meeting held on 18<sup>th</sup> September 2006.

It was agreed that the Town Clerk's caution to Members and Staff should read "... Officers being reported to the Standards Board regarding ...."

**RESOLVED – that, subject to the above amendment, the minutes of the Council meeting held on 18<sup>th</sup> September 2006 be signed as a correct record.**

**88. Report of the Town Clerk** – on the findings of a complaint to the Standards Board for England against Cllr D M Bulmer.

The Town Clerk reported that after investigation by the Local Monitoring Officer of South Somerset District Council, it had been concluded that there had been no breach of the Code of Conduct by Cllr D M Bulmer and that the matter was now closed.

Cllr J D Malcolm said that he was pleased that Cllr D M Bulmer's integrity had been upheld.

**RESOLVED – to note.**

**89. Exclusion of the Press and Public** – To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 41.

**RESOLVED – that no Agenda item be treated as confidential and dealt with before the public (including the press) has been excluded under Standing Order no 41.**

**90. Finance, Personnel and Licensing Committee** – to receive the minutes of the Finance, Personnel and Licensing Committee meeting held on the 26<sup>th</sup> September 2006 and to adopt the Resolutions and Recommendations contained therein.

Cllr D R Hill presented the Minutes of the Finance, Personnel and Licensing Committee meeting held on the 26<sup>th</sup> September 2006.

**RESOLVED – to note the minutes of the Finance, Personnel and Licensing Committee meeting held on the 26<sup>th</sup> September 2006, to accept the recommendations contained therein and that they be signed as a correct record.**

**91. Amenities Committee** – to receive the minutes of the Amenities Committee meeting held on the 3<sup>rd</sup> October 2006 and to adopt the Resolutions and Recommendations contained therein.

Cllr D M Bulmer presented the Minutes of the Amenities Committee meeting held on the 3<sup>rd</sup> October 2006.

**RESOLVED – to note the minutes of the Amenities Committee meeting held on the 3<sup>rd</sup> October 2006, to accept the recommendations contained therein and that they be signed as a correct record.**

**92. Planning & Highways Committee** – to receive the minutes of the Planning & Highways Committee meeting held on the 10<sup>th</sup> October 2006 and to adopt the Resolutions and Recommendations contained therein.

Having chaired the meeting, Cllr J D Malcolm presented the minutes of the Planning & Highways Committee meeting held on the 10<sup>th</sup> October 2006.

**RESOLVED – to note the minutes of the Planning & Highways Committee meeting held on the 10<sup>th</sup> October 2006, to accept the recommendations contained therein and that they be signed as a correct record.**

**93. Town Council Year to Date Budget** – to review the budget information previously circulated.

**RESOLVED – that all Councillors noted the Year to Date budget.**

**94. Accounts for Payment** – to review and approve items of expenditure – cheque signatories to be Cllrs D R Hill and Mrs J L Smith.

**RESOLVED – to approve the Accounts for Payment.**

**95. Town Clerk's Delegated Powers.** The Town Clerk will give Council details of any matters dealt with under his delegated powers since the last meeting of the Council.

a. Request for funds Christmas Lights Committee

The Town Clerk informed the Council that an order had been issued for the purchase of Christmas lighting from the monies earmarked for this purpose at the September 2004 Town Council meeting. It was noted that these lights would be handed over to the Christmas lights committee and that this would sever all liability by the Council for power, maintenance, storage, insurance and erection of the Christmas lighting.

**RESOLVED – to note, that the Town Clerk will write to the Christmas lights Committee stating that all liability for power, maintenance, storage, insurance and erection etc. for the lights is now the responsibility of the Christmas Lights Committee.**

**96. Supplementary Appointment to Committees** – to consider a verbal application from Councillor D J Orchard for a seat on Committees.

**RESOLVED – that Cllr D J Orchard be elected to the Amenities and Planning and Highways Committees.**

**97. Reports from Representatives on Outside Bodies.**

Cllr Mrs C A Morrison reported that **Action for Chard Town** had held a successful Family Day as part of the Nationwide Learning Week.

Cll D R Hill on behalf of **Chard 2000**, invited Councillors to the unveiling a Blue Plaque at 10:00 am on 28<sup>th</sup> October at Prospect House commemorating Mr Gillingham and that a Halloween Hoedown is to be held at Crowshute House on 28<sup>th</sup> October.

Cllr J D Malcolm reported that some thirty members had attended a dinner of the **Helmstedt Society**.

**98. Report of the Town Clerk** – on the result of the Employment Tribunal in Exeter held on 3<sup>rd</sup> to 6<sup>th</sup> October 2006 in the case of Mrs S Bing – v – Chard Town Council and Mr A J Prior.

The Town Clerk read a report to Councillors of the Employment Tribunal Result.

Cllr Mrs J C Shortland gave Notice of Motion, *"That this Town Council instructs its Clerk to seek legal advice to recover the twenty five thousand pounds costs incurred through the action of an ex-Councillor"*.

**RESOLVED – to note.**

The meeting closed at 8:45 pm.

**MINUTES OF THE MEETING OF CHARD TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL, CHARD ON MONDAY 20<sup>th</sup> NOVEMBER 2006 AT 7:30PM.**

PRESENT: Councillors

The Mayor, J D Malcolm

D M Bulmer

J S Evans

P D C Fitzgerald

Miss D R Goldsmith - arrived 7:32

D R Hill

Mrs B M Mooney

Mrs C A Morrison

Mrs J C Shortland

Mrs J L Smith

D J Orchard

Mrs S P Wyatt

M J Wale

Mrs R T Wickenden

IN ATTENDANCE:

The Town Clerk, Mr G J Furze and the Responsible Finance Officer, Mr T M Cutler.

The Mayor's Chaplain, The Rev. Marilyn Tricker, District Councillor N Mermagen, 2 members of the press and 32 members of the public.

At the commencement of the meeting, the Chaplain offered a Thought for the Day and a Prayer.

**99. Apologies for absence and to consider whether to approve reasons given.**

*Apologies for Absence had been received from Cllrs Mrs A Spencer, holiday and County Councillor P Buchannan, illness.*

**RESOLVED – to note and approve the reasons given.**

**100. Mayors Announcements.**

*The Mayor thanked Councillors who had supported the Remembrance Weekend. He read a letter to the Council from an "Old Soldier" expressing his gratitude for the successful and well presented evening on Remembrance Day.*

**101. Declarations of Interest.**

Cllr D R Hill declared a personal interest in Guildhall and Tourism Minutes of 7th November 2006, item no 22

Cllr Miss D R Goldsmith declared a personal and prejudicial interest in planning application 06/03546/ADV

Cllr D M Bulmer declared a personal and prejudicial interest in planning application 06/031545/FUL and a personal interest in agenda item no 11a, as a friend and a personal interest in agenda item no.12, as a member of the Christmas Lights Committee

Cllr Mrs J C Shortland declared an interest in agenda item no 12 as she had grant aided Christmas Lights expenditure

**102. Council Meeting – Minutes** – To confirm the Minutes of the Council meeting held on 16<sup>th</sup> October 2006.

It was noted that item no 97 Reports from Outside Bodies should read "... at 10:00 am on 21<sup>st</sup> October at ..." and that the Resolution of item no 89 should read "... dealt with after the public..."

**RESOLVED – that subject to the above, the minutes of the Council meeting held on 16<sup>th</sup> October 2006 be signed as a correct record.**

**103. Exclusion of the Press and Public** – To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 41.

**RESOLVED – that no Agenda item be treated as confidential and dealt with after the public (including the press) has been excluded under Standing Order no 41.**

**104. Guildhall and Tourism Committee** – to receive the minutes of the Guildhall and Tourism Committee meeting held on the 7<sup>th</sup> November 2006 and to adopt the Resolutions and Recommendations contained therein.

Cllr Mrs J L Smith presented the Minutes of the Guildhall and Tourism Committee Committee meeting held on the 7<sup>th</sup> November 2006.

It was noted that the next meeting of the Guildhall and Tourism Committee will be held on Tuesday 6<sup>th</sup> February 2007, not 2006.

**RESOLVED – to note the minutes of the Guildhall and Tourism meeting held on the 7<sup>th</sup> November 2006, to accept the recommendations contained therein and that they be signed as a correct record.**

**105. Planning & Highways Committee** – to receive the minutes of the Planning & Highways Committee meeting held on the 14<sup>th</sup> November 2006 and to adopt the Resolutions and Recommendations contained therein.

Cllr Mrs R T Wickenden presented the minutes of the Planning & Highways Committee meeting held on the 14<sup>th</sup> November 2006.

**RESOLVED – to note the minutes of the Planning & Highways Committee meeting held on the 14<sup>th</sup> November 2006, to accept the recommendations contained therein and that they be signed as a correct record.**

**106. Town Council Year to Date Budget** – to review the budget information previously circulated.

**RESOLVED – that all Councillors noted the Year to Date budget.**

**107. Accounts for Payment** – to review and approve items of expenditure – cheque signatories to be Cllrs J D Malcolm and Mrs B M Mooney

**RESOLVED – to approve the Accounts for Payment.**

**108. Town Clerk’s Delegated Powers.** The Town Clerk will give Council details of any matters dealt with under his delegated powers since the last meeting of the Council.

The Town Clerk had not dealt with any matter under his Delegated Power since the last meeting of the Council.

**109. a) Cllr Mrs J C Shortland proposed the motion that “This Council instructs its Clerk to seek legal advice to recover the twenty five thousand pounds (£25,000) costs incurred through the actions of an ex-Councillor.”**

Much discussion took place by Councillors.

Cllr M J Wale proposed an amendment to Councillor Mrs J C Shortland’s proposal, ie to add “this to be pursued through current insurance policies.”

Following further discussion and a vote of 10 votes for, 3 votes against and 1 abstention, it was

**RESOLVED – that this Council instructs its Clerk to seek legal advice to recover the twenty five thousand pounds (£25,000) costs incurred through the actions of an ex-Councillor, this to be pursued through current insurance policies.**

**b) Cllr M J Wale proposed that “This Council opposes the District Council’s proposals on changes to car parking charges on the grounds of the detrimental effect these would have on the economy of Chard.”**

Councillors discussed the proposal noting that no decisions had yet been made, that there appeared to be a geographical split in car parking charges in the district and that the residents’ permits, the unsuitability of decking at specified areas, the collection of car parking fees, season tickets and free first half-hour parking had or should be considered.

**RESOLVED – that the Town Clerk in consultation with Cllrs J D Malcolm and M Wale writes to the District Council objecting to the proposals on changes to car parking charges on the grounds of the detrimental effect these would have on the economy of Chard.**

**110. Correspondence** – Letter from Mrs J Watts of the Christmas Lights Committee asking for “Storage and Maintenance of Christmas Lights” to be included on the agenda.

Cllr J D MacIolm referring to Standing Order no 36. Rescission of a Previous Resolution, proposed that the Town Clerk meets with Mrs Watts of the Christmas Lights Committee to discuss the matter.

**RESOLVED – that the Town Clerk meets with Mrs Watts of the Christmas Lights Committee to discuss the matter.**

**111. Reports from Representatives on Outside Bodies.**

There were no Reports from Representatives on Outside Bodies.

The meeting closed at 8:45 pm.

MINUTES OF THE MEETING OF **CHARD TOWN COUNCIL** HELD IN THE COUNCIL CHAMBER, TOWN HALL, CHARD ON MONDAY 18<sup>th</sup> DECEMBER 2006 AT 7:30PM.

PRESENT: Councillors

D M Bulmer

J S Evans

8:08)

P D C Fitzgerald

Miss D R Goldsmith

D R Hill

Mrs B M Mooney

Mrs C A Morrison

D J Orchard

Mrs J C Shortland (left

Mrs J L Smith

Mrs A Spencer

Mrs S P Wyatt

M J Wale

Mrs R T Wickenden

IN ATTENDANCE:

The Town Clerk, Mr G J Furze and the Responsible Finance Officer, Mr T M Cutler,

The Mayor's Chaplain, The Rev. Marilyn Tricker, District Councillors N Mermagen and D Shortland, 2 members of the press and 11 members of the public.

In the Absence of the Mayor, the Deputy Mayor Cllr M J Wale took the Chair.

At the commencement of the meeting, the Chaplain offered a Thought for the Day and a Prayer.

**112. Apologies for absence and to consider whether to approve reasons given.**

*Apologies for Absence had been received from Cllr J D Malcolm, illness and an Apology for early departure by Cllr Mrs J C Shortland, family bereavement.*

**RESOLVED – to note and approve the reasons given.**

**113. Mayors Announcements.**

*The Deputy Mayor extended the Council's condolences to Cllr Mrs J C Shortland for her loss. He informed the Council that a Christmas card had been received from Mr E B Mayou, thought to be the last surviving crew member of H.M.S. *Campion*, and was pleased with the sentiment.*

**114. Declarations of Interest.**

Cllr Miss D R Goldsmith declared personal interests in Planning Applications 06/040039/LBC and 06/00519/OUT as friend of the applicants.

**115. Council Meeting – Minutes** – To confirm the Minutes of the Council meeting held on 20<sup>th</sup> November 2006.

Cllr Mrs J C Shortland referred members to acceptance of the Town Council minutes of the meeting held 20<sup>th</sup> November approving without question the minutes of the meeting held 16<sup>th</sup> October regarding Christmas Lights. She noted the resolution from the Town Council meeting held on 16<sup>th</sup> October 2004 on this matter should have been brought to the Town Clerks attention, and was pleased to see that this subject was an agenda item for this meeting and accordingly proposed the motion.

It was noted that apologies had been extended to the Christmas Lights Committee for this oversight.

**RESOLVED – that the minutes of the Council meeting held on 20<sup>th</sup> November 2006 be signed as a correct record.**

**116. Exclusion of the Press and Public –** To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 41.

Cllr M J Wale stated that he was pleased that there were no items that needed to be discussed in private and that he shared the view of all members that this Council is committed to openness and transparency.

**RESOLVED – that no Agenda item be treated as confidential and dealt with after the public (including the press) has been excluded under Standing Order no 41.**

**117. Budget for 2007/08.** To approve a budget for Chard Town Council for the year 2007/08.

The Chairman of the Finance Committee, Cllr D R Hill presented the proposed Budget for the year 2007/2008 and invited questions.

The Town Clerk outlined the reasons for various figures of income and expenditure contained in the proposal.

Cllr Mrs J C Shortland seconded the proposal.

Following a vote, 10 votes for with 4 abstentions, it was

**RESOLVED – to approve the Budget as proposed and to set the precept for £493,871.**

Cllr Mrs J C Shortland left the meeting at 8:08 pm.

**118. Finance, Personnel and Licensing Committee –** to receive the minutes of the Finance, Personnel and Licensing Committee meeting held on the 28<sup>th</sup> November 2006 and to adopt the Resolutions and Recommendations contained therein.

Cllr D R Hill presented the minutes of the Finance, Personnel and Licensing Committee meeting held on the 28<sup>th</sup> November 2006

**RESOLVED – to note the minutes of the Finance, Personnel and Licensing Committee meeting held on the 28<sup>th</sup> November 2006, to accept the recommendations contained therein not forming part of this agenda and that they be signed as a correct record.**

**119. Planning & Highways Committee** – to receive the minutes of the Planning & Highways Committee meeting held on the 12<sup>th</sup> December 2006 and to adopt the Resolutions and Recommendations contained therein.

Cllr Mrs R T Wickenden presented the minutes of the Planning & Highways Committee meeting held on the 12<sup>th</sup> December 2006.

**RESOLVED – to note the minutes of the Planning & Highways Committee meeting held on the 12<sup>th</sup> December 2006, to accept the recommendations contained therein and that they be signed as a correct record.**

**120. Town Council Year to Date Budget** – to review the budget information previously circulated.

**RESOLVED – that all Councillors noted the Year to Date budget.**

**121. Accounts for Payment** – to review and approve items of expenditure – cheque signatories to be Cllrs D R Hill and Mrs J L Smith.

**RESOLVED – to approve the Accounts for Payment.**

**122. Town Clerk's Delegated Powers.** The Town Clerk will give Council details of any matters dealt with under his delegated powers since the last meeting of the Council.

The Town Clerk stated that there had been no matters dealt with under his delegated powers since the last meeting of the Council.

**123. Notices of Motion**

*a) Cllr P D C Fitzgerald proposed "This Town Council asks South Somerset District Council to adopt clear procedures of when notice is given of the intention for a Planning Officer to approve an application by delegated powers that objectors are notified in enough time for them to lobby the appropriate ward member of the District Council".*

Much discussion took place among Councillors noting problems experienced with the District Council regarding timing, lack of transparency, breakdown of communications etc. It was agreed that a senior District Council Planning Officer be invited to attend a Town Council meeting to explain its position.

**RESOLVED – that the Town Clerk writes to South Somerset District Council requesting that it adopts clear procedures of when notice is given of the intention for a Planning Officer to approve an application by delegated powers that objectors are notified in enough time for them to lobby the appropriate ward member of the District Council.**

*b) The Town Clerk gave Notice of Motion that "In consequence of new information received and pursuant to Standing Order #36a, that this Town Council reverses, its resolution taken on 16<sup>th</sup> October 2006 in relation to the storage and ownership of Christmas Lights" in order to conform with an earlier resolution take on 16<sup>th</sup> August 2004".*

The motion had been proposed by Cllr Mrs J C Shortland and was seconded by Cllr D M Bulmer.

Congratulations were extended to the Christmas Lights Committee for their work.

**RESOLVED – that in light of further information received, that this Town Council reverses its resolution taken on 16<sup>th</sup> October 2006 in relation to the storage and ownership of Christmas Lights in order to conform with an earlier resolution take on 16<sup>th</sup> August 2004.**

### **111. Reports from Representatives on Outside Bodies.**

**Chard Community Safety Group** - Cllr Mrs C A Morrison on behalf of the Group commented on the overstretched and under-staffed Police and the reduction in P.C.S.O.s in Chard.

Cllr D M Bulmer noted that Government statistics showed more police than ever, but "where are they".

Cllr M J Wale urged that all crimes are reported in order to assist the Crime Reduction Officer to establish patterns to assess those areas where C.C.T.V. be located, advice be given.

**Chard 2000** - Cllr D R Hill, as Chairman, wished all present a Happy Christmas.

The meeting closed at 8:40 pm.