



Chard Town Council

The Guildhall, Fore Street, Chard, Somerset TA20 1PP

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Mayor Cllr. Garry Shortland Town Clerk Zoe Truong

COUNCIL MINUTES

Minutes of the Guildhall and Amenities Committee meeting of Chard Town Council held on Monday 5th February 2018 in the Town Hall at 7:30 pm

Present: Councillors: Baker (Chair), Mrs. Wyatt, Mrs. Dowell, O'Brien, Mrs. Kenton, Kenton; Mrs. Morrison; Orchard; Bulmer and Shortland

There were No. #4 members of the public present and No. #0 member of the press present

The meeting started at 7:30 pm

PUBLIC PARTICIPATION

A member of the public spoke regarding issues with the quality of both the visual and sound aspects of the current projection and sound systems in the auditorium with sound being equally, if not more, important than visual quality.

2018/51. Apologies for absence and to consider whether to approve reasons given. (Please telephone or email, your apologies to the Town Clerk)
[LGA 1972 s85\(1\)](#).

Cllr. Mrs. Glynn - Personal Commitments

Resolved - to accept the apologies and approve the reasons given

2018/52. Declarations of Interest. Members to declare any interests they may have in agenda items that accord with the requirements of the Local Authorities [Model Code of Conduct](#)) Order 2007 SI No.1159. *(NB this does not preclude any later declarations)*

Councillor	Personal	Prejudicial	Agenda Nos.	Reason
Baker	X		#55	District Councillor
Mrs Kenton	X		#55	District Councillor
Shortland	X		#55	District Councillor
Bulmer	X		#55	District Councillor

2018/53. To resolve to exclude member of the press and public - To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted [Public Bodies \[Admission to Meetings\] Act 1960](#)

Item withdrawn as there are no confidential matters on the agenda.

2018/54. Guildhall & Amenities Committee Meeting - Minutes - To confirm and sign the minutes of the previous meeting held on Monday 4th December 2017 (previously circulated). [LGA 1972, Sch. 12 para 41\(1\)](#)

Proposed: Cllr. Mrs Morrison
Agreed unanimously

Seconded: Cllr. O'Brien

Resolved - that the minutes should be accepted as an accurate record of the meeting and signed.

The Chairman signed the minutes

2018/55. Play equipment – to receive a presentation from SSDC Senior Play and Youth Facilities Officer and approve the recommendations made in the report

Cllr. Mrs Kenton was happy not to be a Town Council representative, to allow other members the opportunity, based on District Councillors automatically being entitled to attend meetings if they so wish.

Proposed: Cllr. Mrs Morrison
Agreed unanimously

Seconded: Cllr. Shortland

Resolved – To agree to a project steering group being established with representatives from Chard Town Council and SSDC to develop proposals for improvements to Henson Park Play Area and to appoint Cllrs. Baker, Orchard, Shortland, Mrs Morrison and the Outdoor Services Manager as the Chard Town Council representatives.

Proposed: Cllr. Mrs Kenton
Agreed unanimously

Seconded: Cllr. Shortland

Resolved - in principle to take on the management of Plot 5 – Jarman Way Play Area and Public Open Space, subject to suitable terms and arrangements being agreed between Chard Town Council and SSDC and inform the SSDC Community Health & Leisure Manager of the outcome of these considerations.

Proposed: Cllr. Bulmer
Agreed unanimously

Seconded: Cllr. Mrs Morrison

Resolved – to agree to Chard Town Council and SSDC officers developing a working party consisting of Cllrs. Baker, Orchard, Bulmer, Shortland, Mrs Morrison, Mrs Kenton and Mrs Dowell to oversee the ongoing development of play areas in Chard as a whole.

A request was made to move agenda item #2018/60 to the next item on the agenda in light of members of the public being present that have an interest in the item.

Proposed: Cllr. Baker
Agreed Unanimously

Seconded: Cllr. Shortland

2018/60. Guildhall – to receive and approve the recommendations for the replacement of the projector in the auditorium

Proposed: Cllr. Mrs Morrison
Agreed unanimously

Seconded: Cllr. Bulmer

Resolved – to agree the purchase of a new projector for the auditorium at a cost of £4,000 to include CAT 5 cabling from Stage Electrics from the Guildhall 201/4044 Equipment/Furniture and Small Tools budget and any short fall to be vired from the Guildhall 201/4036 Maintenance budget.

3 members of the public left the meeting.

2018/56. Guildhall Manager's Report

The Guildhall Manager's Report was received and noted with thanks with a requirement for the CCTV to be reported to the Guildhall and Amenities committee in April and for the police to be contacted regarding any potential contribution towards the costs.

2018/57. Outdoor Services Manager's Report

The Outdoor Services Manager's Report was received and noted with thanks to the contribution to the Town from community payback. The Outdoor Services Manager also passed his thanks to the member of the Guildhall caretaking team for lending his services and to the amenities team for their work in taking down the Christmas lights.

2018/58. Action Review Summary - to receive and review the Action Review Summary

The Action Review Summary was received and noted with a request made to discuss the cemetery land under agenda item #2018/64

Proposed: Cllr. Mrs Morrison
Agreed unanimously

Seconded: Cllr. Bulmer

Resolved - That owing to the confidential nature of the cemetery land on the action review summary that agenda item #2018/53 be reinstated and that Cemetery Land be moved for discussion under agenda item #2018/64 and the public, including the press, should be excluded from the meeting when Agenda Item #2018/64 is discussed.

2018/59. Guildhall – to receive and approve the recommendations for a control panel for the heating system in the auditorium

Proposed: Cllr. Shortland
Agreed unanimously

Seconded: Cllr. O'Brien

Resolved – to recommend to Full council the approval of appointing Westford Mechanical Ltd to carry out the replacement of the control panel to the heating system at a cost of £20,267.80 with the costs to be taken from the 4062/201 Heating and air conditioning budget.

2018/61. Amenities – to receive and approve the recommendations for the purchase of a quad bike

Proposed: Cllr. Mrs Kenton
Agreed unanimously

Seconded: Cllr. Wyatt

Resolved – to approve the recommendation to purchase a quad bike and snowplough up to a cost of £4,500 and to ensure that the quadbike has sufficient power to cope with the snowplough and to ensure the equipment is stored securely. The cost to be taken from the 4041/302 Equipment hire budget.

2018/62. Guildhall and Amenities – to receive and approve the recommendations for a quinquennial

Proposed: Cllr. Mrs Morrison
Agreed unanimously

Seconded: Cllr. Bulmer

Resolved – to appoint Adrian Male to carry out the survey of the condition of the Guildhall, Watts Store and Cemetery Chapels at a cost of £2,500 with the costs to come from the 4923/209 CP- Guildhall Quinquennial budget

2018/63. Notice of Motion from Councillor Mrs. Jenny Kenton received on 4th January 2018 `that this Council acknowledges that the former TIC is now an LIC and the Guildhall working group look at the removal of the front desk and how we can utilise the space formerly occupied by the TIC to become the face of Chard town`

Proposed: Cllr. Kenton
For: 9 Abstain: 1

Seconded: Cllr. Shortland

Resolved – that this Council acknowledges that the former TIC is now an LIC and the Guildhall working group look at the removal of the front desk and how we can utilise the space formerly occupied by the TIC to become the face of Chard town

1 member of the public left the meeting.

2018/64. In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of this item. (Item # 2018/53, item #2018/58 above refers)

Instructions were given to the Deputy Town Clerk/RFO regarding the steps to be taken with regards to the item on the action review summary relating to actively seeking new cemetery land.

There being no further business the meeting finished at 9.24 pm