



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 1st October 2018 in the Town Hall at 7:30 pm

Present: Councillor: Baker (Chair), Cllrs O'Brien Mrs. Wyatt, Shortland, Kenton Mrs. Kenton, Mrs. Dowell and Bulmer

In Attendance: Tracy Lamb Deputy Town Clerk/RFO

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

The meeting started at 7:30 pm

PUBLIC PARTICIPATION

None

2018-19/11.

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 Orchard	-	Family commitments
Cllr. Orchard	-	Family commitments
Cllr. Morrison	-	Illness
Cllr. Mrs. Glynn	-	Illness

Resolved - to accept the apologies and approve the reasons given

2018-19/12.

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
Cllr Baker	√		2018-19/23	Chair of Area West

2018-19/13. To resolve to exclude members 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](#)

Proposed: Cllr. Mrs Kenton
Agreed unanimously

Seconded: Cllr. Shortland

Resolved - That owing to the confidential nature of the item the public, including the press, should be excluded from the meeting when Agenda Item #2018-19/26 (Commercial in Confidence) is discussed

2018-19/14.

Guildhall & Amenities Committee Meeting - Minutes - To confirm and sign the minutes of the previous meeting held on Tuesday 4th June 2018. LGA 1972, Sch. 12 para 41(1)

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

The Chairman signed the minutes

2018-19/15.

Outdoor Services Manager's Report

Resolved – To note the report

2018-19/16.

Guildhall Manager's Report

Resolved – To note the report

2018-19/17.

Street Cleaning Report

Resolved – To note the report

2018-19/18.

Action Review Summary - to receive and review the Action Review Summary

The Action Review Summary was received and noted.

2018-19/19.

Guildhall Maintenance - To consider the proposal for cleaning of the frontage of the Guildhall with costs to come from the Guildhall Property Maintenance budget 4036/201

Proposed: Cllr. Mrs Kenton
Agreed unanimously

Seconded: Cllr. Bulmer

Resolved – To approve the appointment of sub-contractors to clean the front of the Guildhall from the high roof level down to the bottom of the pillars under the portico, apply biocide, clear and service all gutters, outlets and downpipes and complete minor repairs. Costs are agreed up to £5,000 from the Guildhall Property Maintenance budget 4036/201. To refer back to Full Town Council if definitive costs are to exceed £5,000.

2018-19/20.

Guildhall Maintenance - To consider the proposal for repair and re-decoration of the External South East and Internal North West stair case walls with costs to come from the Guildhall Property Maintenance budget 4036/201

Proposed: Cllr. Mrs Dowell
Agreed unanimously

Seconded: Cllr. Mrs Wyatt

Resolved – To approve the appointment of Crosby’s to remove all loose or inadequate materials, and repaint, the South East wall to the rear of Watts Store at a cost of £2,756.25. To approve the appointment of Abacus to bring the walls of Guildhall’s North West Stair case (emergency exit) back to bare stone work, remove waste and complete full redecoration with breathable paint at a cost of £3,540. Both costs to come from the Guildhall Property Maintenance budget 4036/201

2018-19/21.

Lighting the Guildhall - To consider whether to pursue the proposal for lighting of the Guildhall for recommendation to Full Town Council with costs to come from general reserves.

Proposed: Cllr. Mrs Dowell
Agreed unanimously

Seconded: Cllr. Mrs Wyatt

Resolved – To investigate listed building consent and report back to Council for the reconsideration of the proposal for lighting of the Guildhall.

2018-19/22.

Town Hall Projector - To consider the proposal for installation of the projector, screen and connectors in the Town Hall with costs to come from the Guildhall Equipment/Furniture/small tools budget 4044/201

Proposed: Cllr. Kenton
Agreed unanimously

Seconded: Cllr. Mrs Wyatt

Resolved – Not to install the projector in the Town Hall but to store it for emergency use if required.

2018-19/23.

Chard Goes Global - To receive and note the grant application as a replacement for the Month of Saturdays project

Council suggested that a list of tasks be put together and that support is provided by Councillors with regards to preparation and running of the event.

Resolved – To note the report

2018-19/24.

Review of Charges – To review hire charges for recommendation to Full Town Council for the year commencing 1st April 2019.

Proposed: Cllr. Kenton

Seconded: Cllr. Mrs Wyatt

For : 7

Abstained : 1

Resolved – To recommend to Full Town Council that all Guildhall hire charges are increased by 2.7%

Proposed: Cllr. Kenton

Seconded: Cllr. Bulmer

For : 6

Against : 2

Resolved – To recommend to Full Town Council that all Cemetery charges are increased by 3.5%

Proposed: Cllr. Baker

Seconded: Cllr. Bulmer

For : 7

Against : 1

Resolved – To recommend to Full Town Council that there is no increase in allotment charges

Proposed: Cllr. Mrs Kenton

Seconded: Cllr. Bulmer

Agreed unanimously

Resolved – To defer a review of flower basket charges until the horticultural contract has been renewed.

Proposed: Cllr. Kenton

Seconded: Cllr. Bulmer

For : 7

Abstained : 1

Resolved – To recommend to Full Town Council that all charges for hiring of land by the Funfair and Circus are increased by 2.7% and that the damage deposit is £250.

2018-18/25.

Health and Safety – to consider the proposal for memorial safety testing in Chard Cemetery for recommendation to Full Town Council with costs to come from general reserves – (report attached)

Proposed: Cllr. Mrs Dowell

Seconded: Cllr. Mrs Kenton

Agreed unanimously

Resolved – To recommend to Full Town Council that the memorial safety inspection work is carried out and reported back. That memorials are temporarily made safe where action is required. That quotations are then provided to undertake repairs and reinstatement if required and reported back to Full Town Council. That costs to be taken from general reserves.

2018-19/26.

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 # 2018-19/13 above refers)

Commercial in confidence

An update was given on the purchase of Cemetery Land

There being no further business the meeting finished at 21:02 pm