



# CHARD TOWN COUNCIL

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

01460 239567 [www.chard.gov.uk](http://www.chard.gov.uk)

**Mayor: Cllr Martin Carnell Town Clerk: Paul Russell**

## AMENITIES & EVENTS COMMITTEE

Minutes of the Amenities & Events Committee meeting held on Tuesday 19<sup>th</sup> July 2022 commencing at 19:00 hours in the Town Hall, The Guildhall, Fore Street, Chard TA20 1PP.

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**PRESENT:** Cllr Baker (Chair), Cllr Bulmer, Cllr Eggins, Cllr Richter and Cllr Watson.

**ALSO PRESENT:** Paul Russell, Town Clerk, Adrian Turner, Operations Officer, Tim Bickman, Events Officer and Beverley Newman, Democratic Services Officer.

### Public Participation Time

There were four members of the public present. The following matters were raised:

- An invitation was extended to the Committee by the Chard Area Resilience Group (CARG) to appoint a Town Councillor to represent Chard Town Council. Committee agreed to consider a nomination at its next meeting on 20<sup>th</sup> September 2022;
- A request to share the Town Council's Resilience Plan with CARG once it had been developed was made.

### 2022/11 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Brown (personal), Cllr Carnell (personal), Cllr Grief-Page (work) and Cllr Jones (personal).

### 2022/12 DECLARATIONS OF INTEREST

The following Declarations of Interest were made:

- Cllr Baker: (personal) – Chard Town Team and Chard Carnival;
- Cllr Eggins (personal) – Member of CARG;
- Cllr Bulmer (personal) –Member of CARG.

### 2022/13 TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

Proposed: Cllr Eggins

Seconded: Cllr Bulmer

Unanimous

**RESOLVED** that as certain items were expected to include the consideration of exempt information the Committee resolved "That, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to under Agenda Item 2022/21, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph

of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information".

**2022/14 COMMITTEE MEETING MINUTES**

Proposed: Cllr Eggins  
Unanimous

Seconded: Cllr Bulmer

**RESOLVED** that the minutes of the Amenities & Events Committee meeting held on Tuesday 24<sup>th</sup> May 2022 be agreed and signed as a correct record.

**2022/15 APPOINTMENT OF ADDITIONAL COMMITTEE MEMBER**

This item was deferred and would be considered at the Full Council meeting on Monday 12<sup>th</sup> September 2022.

**2022/16 MANAGER REPORTS**

**(a) Operations – Committee NOTED** the Operations Manager's Report. The following matters were raised:

- Following the drainage works recently undertaken on the pitches a review would be undertaken and if additional drainage works were required then they would be carried out in September;
- A request was made to consider planting some of the flower beds with bee friendly planting. It was noted that this was the last year of the three year contract with the existing nursery to supply annual plants.

**(b) Events – Committee NOTED** the Event Officer's Report.

Proposed: Cllr Richter  
Unanimous

Seconded: Cllr Watson

**RESOLVED** to allocate £328 to the Mayor's Charities from funds raised during the Jubilee Celebrations and to give money raised at the variety show raffle amounting to £40.50 to the Action Track Charity.

**(c) Website Report – Committee considered** the website report presented.

Proposed: Cllr Richter  
Unanimous

Seconded: Cllr Watson

**RESOLVED** to instruct the Officer Team and the Guildhall Task & Finish Group to develop a stand-alone website to promote events in the Guildhall and other Chard events. The final recommendations would be submitted to the Committee for consideration at its next meeting on 20<sup>th</sup> September 2022.

**2022/17 CLERK'S REPORT**

Committee noted the Town Clerk's report. A letter complimenting the Amenities Team for their efforts in making the town look attractive was read out.

## 2022/18 OPEN SPACES

- (a) **Action Plan** – Committee discussed the Action Plan adopted by Full Council.

Following discussion, it was agreed that the main priorities would be as follows:

- Priority One: Cemetery. To develop the existing cemetery at Zembard Lane and to try to identify potential additional cemetery land suitable for burials in Chard;
- Priority Two: Maintenance, upkeep and investment in the play areas;
- Priority Three: Climate Change and projects to help to address locally;
- Priority Four: Allotments. To develop the existing site and identify another suitable site;
- Priority Five: The Guildhall. Continue to invest and improve the building and to increase usage.

- (b) **Cemetery** – Following discussion, Committee agreed to adopt the draft Project Plan to enhance and improve the Cemetery and Chapels, and to develop options to provide a fit for purpose works depot for the Amenities Team.

- (c) **Additional Cemetery Land** – Following discussion, Committee agreed to contact the Environment Agency to ask advice on suitable land that would be suitable for Cemetery land in the future. Any future development would include the potential of finding an area for green burials.

- (d) **Upper Henson Park** – Committee noted the update regarding the progress of this project to enhance the Upper Henson Play Area. Consultation had commenced and would run through the summer in an effort to try to capture as much feedback as possible.

- (e) **Allotment Liaison Meeting** – Committee requested the Officers to liaise with allotment holders and arrange a date in September to hold the initial Allotment Holders Liaison Meeting.

## 2022/19 RESILIENCE PLANNING

- (a) **Section 19 Investigation Report** – Committee noted the Section 19 Investigation report collated by Somerset County Council (Lead Local Flood Authority) into the Flooding incident that occurred in Chard on 28<sup>th</sup> June 2021. This would help inform the development of the Town Council's internal resilience plan.

- (b) **Draft Chard Town Council Resilience Plan** – Committee noted the initial draft Resilience Plan presented.

Following discussion, it was agreed to set up an Emergency Task & Finish Group to review the plan and develop it. Committee appointed Cllr Baker, Cllr Bulmer, Cllr Eggins and Cllr Richter to this Group.

**2022/20 DATE OF NEXT MEETING**

Committee noted that the next meeting of the Amenities & Events Committee would be held on Tuesday 20<sup>th</sup> September 2022 in the Guildhall, Fore Street, Chard TA20 1PP commencing at 7pm.

**2022/21 CONFIDENTIAL MATTERS**

As certain items to be discussed included the consideration of exempt information it was **RESOLVED** under Item 2022/13 that, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they would involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

- (a) **Watts Store License** – Committee considered the proposal to grant a License to the Chard Town Team and Chard Carnival to use the Watts Store as both storage and workshop area.

Proposed: Cllr Watson

Seconded: Cllr Eggins

For: 4

Abstention: 1 (Declaration of Interest)

**RESOLVED** to grant the proposed License to the Chard Town Team and Chard Carnival to use the Watts Store as both storage and workshop area.

The Chair thanked Members for their attendance and closed the meeting at 8:21pm

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**CHAIR:**

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**DATE:**