



WINCANTON TOWN COUNCIL

MINUTES OF THE FULL TOWN COUNCIL MEETING HELD AT 7PM ON TUESDAY 4TH MAY 2021 ONLINE & LIVE STREAMED ON YOUTUBE

MEMBERS OF THE PUBLIC: 3

MEMBERS OF THE LOCAL PRESS: 0

PROPER OFFICER IN ATTENDANCE: Jo Swift, locum Clerk

MEMBERS PRESENT: Councillors Greening, Power, Ralph, Shelbourn-Barrow (Chairman), Smith, Thomas, Tudgay (Deputy Chairman), Vagg and Walters.

At the start of the meeting the present Chairman welcomed the locum Clerk.

001-22 **ELECTION OF CHAIRMAN (MAYOR) FOR 2021/2022**
There were 2 nominations, both were proposed and seconded.

Resolved – that Councillor Shelbourn-Barrow is elected Chairman of the Council for the municipal year 2021/2022. Due to the meeting being held virtually, the Chairman will sign the Acceptance of Office in the Council office in front of the Clerk on Wednesday 5th May 2021

002-22 **ELECTION OF VICE CHAIRMAN (DEPUTY MAYOR) FOR 2021/2022**
There was 1 nomination, proposed and seconded.

Resolved – that Councillor Tudgay is elected Vice Chairman of the Council for the municipal year 2021/2022. Due to the meeting being held virtually, the Vice Chairman will sign the Acceptance of Office in the Council office in front of the Clerk on Wednesday 5th May 2021.

003-22 **PUBLIC PARTICIPATION**
The Chairman everyone of presently being in Purdah.

Two members of the public spoke and raised questions which will be answered in due course.

004-22 **APOLOGIES**
There were none, all present.

005-22 **DECLARATIONS OF INTEREST**
Councillor Greening declared an interest in respect of agenda item 16.

006-22 **MINUTES OF THE PREVIOUS MEETING**
Resolved - due to the minutes not being available from the previous meeting held on 26th April 2021 they will be approved at the next full Council meeting.

- 007-22 **COMMITTEES, WORKING GROUPS AND REPRESENTATIVES TO OUTSIDE BODIES**
Resolved – that this item is put back on the agenda for the next full Council meeting to allow the new Councillors, from the election on 6th May, to have an opportunity to join committees, working groups and represent outside bodies.
- 008-22 **COMMITTEE TERMS OF REFERENCE**
Resolved – that with the exception of the Personnel Committee, the Terms of Reference were approved. The Personnel Committee will be reviewed and brought to the next full Council meeting for consideration. (*All in favour*).

Resolved – that the Complaints Committee is dissolved. (*all in favour*).

Member of the public left at 19.33 and 19.39.
- 009-22 **INVENTORY OF LAND AND ASSETS**
That the Inventory of Land and Assets was received. It was noted that the new laptop would be added and that there are 2 Community fridges, not 1. The Grounds team would review their area.

It was mentioned the Town Hall is run by a Charity; this would be investigated.
- 010-22 **INSURANCE**
The present insurance policy, that expires on 31.10.21, was noted.
- 011-22 **SUBSCRIPTIONS TO OUTSIDE BODIES**
It was noted that the Town Council subscriptions to outside bodies are as follows – Rural committee membership, SALC, SW Councils, CPRE and Information Commissioner (legal requirement).
- 012-22 **POLICIES, PROCEDURES AND PRACTICES**
a) Councils' policies, procedures and practices in respect of obligations under the Freedom of Information Act and Data Protection legislation (Standing Orders 11, 20, 21) – this has been signed on 09.12.2020.
b) Review Councils Complaints Procedure – reviewed recently, no changes required.
c) Councils' policy for dealing with press/media and social media policy – last approved on 09.03.2020 there are no changes.
- 013-22 **EMPLOYMENT POLICIES AND PROCEDURES**
The Policies and Procedures having recently been reviewed in conjunction with South West Provincial Employers, were noted as no changes were needed.
- 014-22 **S137 EXPENDITURE**
There was no spend in 2020/2021.
- 015-22 **MEETING DATES**
Resolved - to allow inclusion for the new Councillors, following the bi-election on 6th May, it was proposed to hold a full Council meeting on Monday 24th May. The Open Spaces meeting due to be held on 12th May will be cancelled.

It was mentioned that working groups can still meet virtually as no decisions are made.
- 016-22 **RETURN TO IN PERSON MEETINGS**
Due to legislation meetings from 7th May 2021 will be held face to face. Meetings will be held under strict Covid guidelines and a risk assessment completed.
- 017-22 **A303 ENTRANCE GATEWAY INTO WINCANTON**
Resolved - to move this agenda item to a future meeting of the Town Council.

018-22 **WINCANTON ENVIRONMENTAL AND ECOLOGICAL CHARTER**

Resolved – to approve the Charter.

019-22 **PLAYDAY**

It was agreed to approve the request to hold a Play Day at Cale Park in August 2021. It was mentioned that the Council may be interested in funding 'Birds of Prey' at the event.

Resolved – to fund 'Birds of prey' from the Community Events budget.

020-22 **ITEMS FOR CONSIDERATION FOR THE NEXT AGENDA**

The next meeting of the full Council to be held on 24th May 2021 will be for Council business only and be as short as possible due to Covid restrictions.

Items for future meetings:

Community Outreach

The meeting closed 20:15

Signed

Date