



WINCANTON TOWN COUNCIL

APPROVED MINUTES OF THE FULL TOWN COUNCIL MEETING HELD AT 7PM ON MONDAY 16th MAY 2022 IN THE COUNCIL CHAMBER, TOWN HALL, WINCANTON

MEMBERS PRESENT: Councillors H Ellard (Chairman), S Atherton, D Child, K Hearne, E Hix, A Lumley, P McLarnon, D Old, L Ralph, C Rodgers, P Rodgers, D Smith, R Tudgay (Vice Chairman) and L Walters

MEMBERS OF THE PUBLIC IN ATTENDANCE: 14

MEMBERS OF THE LOCAL PRESS IN ATTENDANCE: 0

DISTRICT AND COUNTY COUNCILLORS: Cllr Colin Winder, Cllr Nick Colbert, Cllr Tom Power and Cllr Lucy Trimmell

PROPER OFFICE IN ATTENDANCE: Emma Curtis, Locum Clerk

Cllr Tudgay opened the meeting and Ray welcomed all and introduced the Locum Town Clerk.

1. **Election of Chairman / Town Mayor**

Cllr Atherton proposed Cllr Ellard, this was seconded by Cllr McLarnon. There were no further nominations

RESOLVED: It was proposed and agreed that Cllr Ellard be elected Town Chairman/Mayor for the municipal year 2022/23. Cllr Ellard duly signed his Declaration of Acceptance of Office.

2. **Election of Deputy Chairman / Deputy-Town Mayor**

Cllr P Rodgers proposed Cllr Atherton, this was seconded by Cllr Old.

Cllr Ralph proposed Cllr Tudgay, this was seconded by Cllr Hix.

RESOLVED: It was proposed and agreed that Cllr Tudgay be elected Deputy Town Chairman/Mayor for the municipal year 2022/23. Cllr Tudgay duly signed his Declaration of Acceptance of Office.

3. **Apologies for Absence**

None received

4. **Declarations of interest and requests for Dispensations**

None received

5. **Public Participation**

There were 14 members of the public present of which two spoke.

6. **To receive and note any updates, announcements, information or reports from**

(i) The Town Mayor: No report received as newly elected Chairman/Mayor.

(ii) Somerset County Council or District Councillors representing Wincanton on matters of interest to the town and the local community: Reports were received from County Cllr T Power, County Cllr L Trimnell, District Cllr Nick Colbert and District Cllr Colin Winder.

(iii) Local organisations, Town Councillor representatives, and partners.

7. Town Council Minutes 25 April 2022

RESOLVED: It was proposed and agreed to adopt the minutes as a true and accurate record of the meeting. The Chairman duly signed the minutes.

8. Matters to report from the Town Clerk in relation to actions from previous Town Council meetings:

The Locum Town Clerk provided a verbal update detailing staffing, appraisals, internal audit/AGAR, upcoming LCN and APM meetings and the ongoing Car Park Scheme. The Clerk requested a volunteer to speak with Radio Ninesprings about Jubilee events in the town and Cllr Ellard volunteered.

9. Committee minutes and working group notes

None received.

10. Recommendations from Committees and/or Working Groups

None received.

11. Appointment of Committee members, Working Groups/Parties and bank signatories

The Locum Town Clerk provided information about the current banking signatories and Cllr Tudgay explained the process for approving payments.

RESOLVED: It was proposed and agreed that Cllrs Tudgay, Walters, Hearne, McLarnon, Ellard and Hix will be the Town Council bank signatories.

Action: 160522/1 Locum Town Clerk & RFO

Cllrs considered and debated the best way forward concerning Town Council committees with various proposals being considered.

RESOLVED: It was proposed and agreed that the Personnel Committee and its members be formed. Cllrs Ralph, Hix, Walters, Smith, Hearne, Atherton, Old, Tudgay and Ellard were elected as Personnel Committee members.

RESOLVED: It was further proposed and agreed to fulfil some committees but to suspend the Town Hall Regeneration committee. Committee membership and frequency of meetings was confirmed as follows with Chairmen being elected at the first meeting of each:

Committee	Membership
Finance & General Purposes – Quarterly	All Cllrs
Open Spaces - Quarterly	T Child H Ellard E Hix A Lumley C Rodgers R Tudgay L Walters
Planning - Monthly	All Cllrs
Car Park - As Required	T Child H Ellard P McLarnon P Rodgers R Tudgay
Personnel – As Required	S Atherton H Ellard E Hix K Hearne D Old L Ralph D Smith R Tudgay L Walters

Cllr C Rodgers left the meeting at 8:24pm

12. Funding Request

Cllrs considered a funding request for a Jubilee event taking place within the town.

RESOLVED: It was proposed and agreed to award the £1000 grant request on condition that the correct grant application form is submitted along with supporting documentation, that marketing material states “supported by Wincanton Town Council” and that should there not be appropriate grant budget remaining the funds come from general reserves.

Action: 160522/2 Locum Town Clerk & RFO

13. Appoint representatives to other bodies

Cllrs considered Town Council representatives for the Market Towns Investment Group (MTIG) and Wincanton Regeneration Board. It was agreed that representatives for other bodies would be agreed at another meeting.

RESOLVED: It was proposed and agreed that Cllr Ralph would be the representative for MTIG and Cllr Ellard be the representative for the Wincanton Regeneration Board with Cllr Child as a second representative if allowed.

14. Policies and procedures for Council’s governance year 2022/2023

The Town Councils Standing Orders, Financial Regulations and Code of Conduct were considered in bulk.

RESOLVED: It was proposed and agreed that the three documents be adopted but reviewed in six months.

15. General Power of Competency

Councillors confirmed the Town Council meets the eligibility criteria for the General Power of Competence as set out in the Localism Act 2011; namely that it has a qualified Clerk and that at least two thirds of vacancies were filled at the last ordinary election and that the Council adopts the power

RESOLVED: The Town Council reconfirmed they met the conditions to enable it to exercise the General Power of Competence and readopted the power.

16. Guide Dog Exercise Area

Cllrs considered a request from a resident for a designated area to exercise Guid Dogs. This request was first presented to the Town Council in 2018 and Cllr Atherton and Cllr Ralph provided further information. Cllrs considered possible areas and Cllr Old suggested funding may be available to support the initiative.

RESOLVED: It was proposed and agreed that the Open Spaces Committee move forward with this project to find a suitable piece of land.

Action: 160522/3 Open Spaces Committee

17. SSDC Priority Project Update

The Locum Town Clerk reported she had met with SSDC regarding this project and funding for a mural for the town but that some funding would also be required from the Town Council. Cllrs gave consent for this project to move forward.

18. Council electricity supplier

Cllrs considered the quotes received for the renewal of the Town Council's electricity supplier.

RESOLVED: It was proposed and agreed unanimously to proceed with Quote 1, a 3 year protected plan at £3,573.93

19. Training, consultations, and forthcoming meetings:

- (i) Correspondence: Cllrs noted a letter from a resident and it was agreed the Locum Town Clerk would respond
- (ii) Training: The Locum Town Clerk provided Cllrs with information about upcoming SALC training events.
- (iii) Meetings: The Locum Town Clerk reminded Cllrs that the Annual Parish Meeting would be taking place on Wednesday 25th May at the Memorial Hall and that the Local Community Network (LCN) launch would be held on Thursday 19th May and that she and the Chairman would be in attendance.

20. The date of the next Full Town Council meeting was confirmed as Monday 27th June at 7pm.

Meeting closed at 9.00pm

Signed Date