



WINCANTON TOWN COUNCIL

Due to Covid restrictions, any member of the public wishing to attend this meeting please book a space office@wincantontowncouncil.gov.uk

EVACUATION PROCEDURE

When the continuous alarm sounds, you must evacuate the building by the exit. and proceed downstairs to outside of the Bear Inn.

THIS MEETING MAY BE FILMED OR RECORDED

To Councillors: Atherton, Shelbourn Barrow (Chairman), Cole, Dix, Ellard, Greening, Hix, Olds, Power, Ralph, Smith, Thomas, Tudgay (Vice Chairman), Vagg and Walters

YOU ARE HEREBY SUMMONED TO A FULL COUNCIL MEETING TO BE HELD IN THE TOWN HALL ON THURSDAY 2nd DECEMBER AT 7.00PM

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, age and any disability) Crime & Disorder, Health & Safety and Human Rights.

Members are also reminded of their obligations to declare their interest under the Code of Conduct as defined by regulations made under section 30(3) of the Localism Act 2011 and consideration of requests for Grants of Dispensations in respect of Disclosable Pecuniary interests.

Jo Swift
Locum Clerk
25th November 2021

PUBLIC PARTICIPATION

Before the meeting, the Chair may allow a public session to enable people to ask questions of the Council and make comments, in accordance with Standing Orders 3e and 3h. Questions are directed to Council and should be restricted to matters on the agenda. Members of the public are not to verbally abuse or harass a member of the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

AGENDA

1. APOLOGIES

To receive any apologies for absence and to approve the reasons given (LGA 1972 s85 (1)).

2. DECLARATION OF INTEREST

To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda under Wincanton Town Councils Code of Conduct (adopted on 23rd September 2019).

3. MINUTES OF PREVIOUS MEETINGS

That the Minutes of the Town Council meeting held on 25th October 2021 are approved as a correct record and signed by the Chairman.

4. BUDGET 2022/2023

To consider the draft budget, at this point in time the draft budget is for members to consider all the information and agree any changes, before the final decision needs to be made at the January 2022 Council meeting where the budget is approved, and the level of precept agreed.

5. FINANCES – OCTOBER 2021

To note the finances for month 7:

- Payments
- Receipts
- Summary of receipts and payments against budget
- Bank balances

6. SSDC WINCANTON TOWN CENTRE REGENERATION EVENTS & ACTIVITIES GRANT

To note the successful grant application (year 1) for the sum of £1,600 which will be used for Christmas trees and lights for shops and business.

7. DEATH OF A SENIOR FIGURE POLICY

To approve the policy.

8. INTERNAL AUDIT 2022-2023

To approve the quote for the Internal Audit for 2022-2023.

9. RECRUITMENT

To approve the recommendations from the Personnel committee to split the roles of the Town Clerk and Responsible Finance Officer. Recommendations from the Personnel committee held on 25th November 2021:

- (i) That the role of Town Clerk and RFO is split and that the recruitment of a RFO/Committee Clerk, for 15 hours a week, that has already been started is continued.
- (ii) That the hours for the Clerk will be 30 hours per week and the salary will be the same as that advertised recently for the RFO/Committee clerk.

10. WELCOME BACK PROJECT

To note selection of Rocketbox as the design agency for the Welcome Back project. The Stakeholder Group agreed a panel to select a design agency. Three proposals were received

from locally based design agencies. There was a clear scored preference by the panel based on the following criteria: quality of past work, evidence of understanding a rural market town setting, credibility of agency, plan to meet deadlines, planned budget and compelling reason to use agency.

The selection panel chose Rocketbox. The agency stood out with evidence of multiple rural past work and treatment of open spaces in an interesting and creative manner.

11. DATE OF THE NEXT MEETING

The meeting will be held in January, the date to be confirmed.