



Fairford Town Council

MINUTES OF THE ANNUAL MEETING OF THE TOWN COUNCIL HELD ON TUESDAY 8TH MAY AT 7.00PM

Present:

Cllr Boulton	Cllr Doherty	Cllr Foxall
Cllr Smith	Cllr Bowen	Cllr Hing
Cllr Winney	Cllr Sanford	Cllr Roberts
Cllr Harrison		

In attendance: Vanessa Lawrence, Roz Capps (Clerks), District Cllr Andrews, Mr J Read, Mr. M. Morecombe, Mr J Dallow, Miss H Doherty (Young Ambassador)

- 001 18/19 To elect the Town Mayor**
It was **RESOLVED** to elect Cllr Boulton as Town Mayor. Proposed Cllr Sanford, seconded Cllr Doherty – all in favour.
- 002 18/19 To receive the Town Mayor’s Declaration of Acceptance of Office.**
Cllr Boulton’s Declaration of Acceptance of Office was duly received, and the book signed.
- 003 18/19 To elect the Deputy Mayor**
It was **RESOLVED** to elect Cllr Frank as Deputy Mayor. Proposed Cllr Sanford, seconded Cllr Roberts – all in favour.
- 004 18/19 To receive the Deputy Town Mayor’s Declaration of Acceptance of Office**
Cllr Frank’s Declaration of Acceptance of Office was duly received, and the book signed.
- 005 18/19 To receive the Declaration of Acceptance of Office from Cllr Trevor Smith**
Cllr Smith was elected uncontested on the 24th April 2018. Cllr Smith’s Declaration of Acceptance of Office was duly received, and the book signed.
- 006 18/19 Apologies for absence**
Apologies were received from Cllr Hill and Cllr Foxall
- 007 18/19 Declarations of Interest in Items on the Agenda**
None received
- 008 18/19 To remind Councillors to submit any changes to the Register of Interests to the Clerk, if applicable.**
None received

- 009 18/19 To approve the Minutes of the Full Council meeting held on the 10th April 2018**
It was **RESOLVED** to approve the Minutes of the Full Council meeting held on the 10th April as a true and accurate record of the proceedings. Proposed Cllr Hing, seconded Cllr Frank – 7 in favour, 3 abstentions.
- 010 18/19 Clerk’s Report**
The Clerk’s report had been circulated prior to the meeting and covered Actions taken since the last meeting.
- 011 18/19 To consider and agree any changes for Committee and sub-committee membership:-**
It was **RESOLVED** to agree membership as follows:- Proposed Cllr Doherty, seconded Cllr Frank – all in favour.
- Planning Committee - Cllr Foxall, Cllr Harrison, Cllr Hill, Cllr Smith – Ex officio: Cllr Boulton, Cllr Frank
 - Finance Committee – Cllr Doherty, Cllr Foxall, Cllr Harrison, Cllr Hing, Cllr Sanford – Ex officio: Cllr Boulton, Cllr Frank
 - Works & Community Committee- Cllr Bowen, Cllr Doherty, Cllr Roberts, Cllr Sanford, Cllr Winney – Ex officio: Cllr Boulton, Cllr Frank
 - Staffing Committee – Cllr Bowen, Cllr Doherty, Cllr Foxall, Cllr Sanford - Ex officio: Cllr Frank
 - Procedures Committee – Cllr Foxall, Cllr Bowen, Cllr Doherty, Cllr Harrison - Ex officio: Cllr Boulton, Cllr Frank
- 012 18/19 To consider and agree any changes of representatives to the following groups/organisations:-**
It was **RESOLVED** to agree representation for the organisations listed below as follows:- Proposed Cllr Doherty, seconded Cllr Frank – all in favour.
- i. Access to the Countryside (3) – Cllr Hill, Cllr Boulton, Cllr Sanford
 - ii. Palmer Hall Committee (1) – Cllr Roberts
 - iii. Farmor’s Endowed Trust (2) – Cllr Hing, Cllr Frank
 - iv. Fairford Community Centre Trustees (3) – Cllr Sanford, Cllr Bowen, Cllr Hill
 - v. Fairford Community Centre Management Committee (2) – Cllr Sanford, Cllr Bowen
 - vi. Cotswold Water Park (1) -Cllr Sanford
 - vii. Fairford Air Base links (3) – Cllr Hing, Cllr Winney, Cllr Roberts
 - viii. Gloucestershire Market Town Forum (1)- Cllr Doherty
 - ix. Police link (1)- Cllr Frank
 - x. Fairford History Society (1)- Cllr Winney
 - xi. Lechlade Footpaths Committee (2)- Merged within Access to the Countryside
 - xii. River Coln Project Team (3)-Merged within Access to the Countryside.
 - xiii. Youth Steering Group (1)- Cllr Doherty
 - xiv. Lady Mico Trust (1)- Cllr Hing
 - xv. Neighbourhood Development Plan Steering Group (2) – Cllr Harrison, Cllr Hill, Cllr Doherty
 - xvi. Patients Participation Group (1)- Cllr Sanford
 - xvii. Fairford & Lechlade Business Club (1)- Open to all Cllrs to attend.

- 013 18/19 To agree to adjourn the meeting for Public Participation, if members of the public are present - there is a 10 minute time limit)**
 It was **RESOLVED** to adjourn the meeting for Public Participation. Proposed Cllr Doherty, seconded Cllr Sanford- all in favour.
 - Mr. Read requested information regarding the proposal made to the Council some months ago regarding the formation of a Volunteer Bureau.
 Cllrs replied to Mr. Read, that there has been some confusion as to exactly what his proposals involved following receipt of an e-mail where the implication was that the Council should perhaps employ someone. It was agreed that a small group should meet with Mr. Read to discuss this further. **POST MEETING NOTE: GRCC have some concerns and further discussion is required.**
 - Mr Dallow explained his reasons for resigning for the Council.
- 014 18/19 To agree to reconvene the meeting following Public Participation, if applicable.**
 It was **RESOLVED** to reconvene the meeting following Public Participation. Proposed Cllr Frank, seconded Cllr Sanford – all in favour.
- 015 18/19 Chairman’s Announcements**
 None
- 016 18/19 To receive report from District Cllrs (see weekly bulletins e-mailed)**
 District Cllr Andrews reported that there is very little to report leading up to the Annual meeting. Routine matters are being dealt with in the normal way.
- 017 18/19 To receive report from County Cllr**
 None available in County Cllr Theodoulou’s absence.
- 018 18/19 To receive reports from meetings/events attended**
 None
- 019 18/19 To consider invitations to meetings (e-mailed)**
 None received.
- 020 18/19 To consider correspondence received (for information only e-mailed)**
 Correspondence was received with no comment.
- FINANCE**
- 021 18/19 To receive the Minutes of the Finance meeting (unapproved)**
 Cllr Doherty reported that a few amendments have been made. The minutes were received with no further comment.
- 022 18/19 To approve retrospectively payments to end of April 2018**
 It was **RESOLVED** to approve, retrospectively payment to the end of April 2018.
- 023 18/19 To receive most recent income & expenditure figures**
 The most recent income & expenditure figures were received with no comment.

024 18/19 To consider and agree recommendation from the Finance Committee to approve the Annual Governance Statement 2017/18

It was **RESOLVED** to agree recommendation from the Finance Committee to approve the Annual Governance Statement 2017/18. Proposed Cllr Doherty, seconded Cllr Harrison – all in favour.

025 18/19 To consider and agree recommendation from the Finance Committee to approve the Accounting Statement, and Summary of Payments & Receipts for year ending 31st March 2018

It was **RESOLVED** to agree recommendation from the Finance Committee to approve the Accounting Statement and Summary of Payments & Receipts for year ended 31st March 2018. Proposed Cllr Doherty, seconded Cllr Hing – all in favour.

026 18/19 To note Finance Committee decision regarding insurance for 2018/19.

The Clerk reported that the Finance Committee had reviewed the quotes from Insurance companies as the previous company are no longer dealing with town and parish councils. It was agreed to accept the quote from Came & Co (Brokers), insurance with Inspire.

PLANNING

027 18/19 To receive the minutes of the Planning committee meetings held on 17th April and 1st May 2018 (unapproved)

The Minutes were received with no comment.

WORKS & COMMUNITY

028 18/19 To receive the minutes of the Works & Community Committee Meeting held on 24th April 2018

The Minutes were received with no comment.

The Young Ambassador (Hanna Doherty) was asked to give the Council a brief update of activities. Hanna reported that she is in the process of setting up a youth council and she wanted to know of the Council's interest in this. Cllr Roberts asked if the youth council could report to the Town Council periodically, which would form part of the Town Council agenda. Cllr Doherty suggested that this should perhaps be quarterly. Representation from the Town Council, on the youth council was considered. It was suggested that Terms of Reference for the youth council should be drawn up.

OTHER MATTERS

029 18/19 To remind Chairs to prepare a report for the Annual Town meeting.

The Clerk reminded Chairmen of the various Committees to prepare a report for the Annual Town meeting which would then form part of the Annual Report.

Members of the public left the meeting.

IN CAMERA ITEM

030 18/19 To select winner for the Annual Awards – Citizen of the Year Geoff Chick Award and the Albert Alder Award

The Clerk had circulated details of all the nominees for each of the categories. As there were only the required number for the Geoff Chick and Albert Alder Awards. These people were agreed. They are as follows:-

Geoff Chick Award – **Winners - Aiyana Bodsworth & Sophia Walter**

Albert Alder Award – **Winner – Heather Kent**

For the Citizen of the Year the nominees were as follows:-

Syd Flatman

Rachael Turpin

Kate Lee

A vote was taken and the **Winner was Syd Flatman** – with a majority vote.

The winners will be announced at the Annual Town Meeting.

031 18/19 Update on issues with K & E Developments.

The Clerk updated the Council on developments regarding the money owing to FTC as part of the legal agreement with K & E. Solicitors are now dealing with this matter and have written to Pickstock Group, the umbrella company, as K & E Developments are no longer operating.

There being no further business, the meeting closed at 8.00pm

.....Chairman

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