



Minutes of the Meeting of Bridgwater Town Council held on Thursday 9 May 2019 at 7.30pm in the Bridgwater Room, Town Hall, Bridgwater.

Present - Councillors

D Rodrigues – (Outgoing Mayor)

T Heywood – (Incoming Mayor)

S Aujla

G Burrows

J Cordiner

M Creswell

L Gibson

G Granter

M Lerry

L Leavy

D Loveridge

K Pearce

L Redman

G Slocombe

B Smedley

In Attendance:

David Mears PSLCC – Town Clerk and PCSOs' Liam Frampton and Dan Wheller. There were five members of the public and no members of the press present.

PCSOs' Liam Frampton and Dan Wheller discussed local issues concerning ASB with councillors and the public.

TC2019/44 Election of Mayor (Chairman of the Council) and Acceptance of Office.

(LGA 1972 s14 (1), 15(1&2), 33(1) and 34(1&2))

Councillor Tony Heywood was nominated and accepted the nomination.

Proposed: Councillor Smedley Seconded: Councillor Pearce

There were no other nominations.

RESOLVED – that Councillor Tony Heywood be elected Chairman of Bridgwater Town Council and Mayor of Bridgwater unless he resigns or becomes disqualified, shall continue in office until his successor is elected at the next Annual Meeting of the Council in May 2020.

Cllr Rodrigues and Cllr Heywood swapped seats and Cllr Heywood chaired the rest of the meeting.

TC2019/45 To receive Apologies for Absence and to approve the reasons given (LGA 1972 s85 (1))

Apology for absence were received from Cllr Lilley, who had a conflicting engagement.

RESOLVED – to accept the apology and to approve the reason given.

TC2019/46 Declarations of interests - Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

No declarations of interests declared.

TC2019/47 Election of Deputy Mayor (Vice Chairman of the Council).

Councillor Leigh Redman was nominated and accepted the nomination.

Proposed: Councillor Smedley Seconded: Councillor Pearce

There were no other nominations.

RESOLVED – that Councillor Leigh Redman be elected Vice Chairman of Bridgwater Town Council and Deputy Mayor unless he resigns or becomes disqualified, shall hold office until immediately after the election of the Chairman of the Council at the next Annual Meeting of the Council in May 2018.

TC2019/48 To approve and sign as a correct record the minutes of the Town Council Meeting held on Thursday 14 March 2019 (LGA 1972 sch 12, para 41(1))

RESOLVED - that the minutes of the Council meeting held on Thursday 14 March 2019 be signed as a correct record.

TC2019/49 Mayor Announcements

The Mayor informed councillors that the Mayor Making will be held in the Town Hall Theatre on Friday 24 May at 7.30pm.

TC2019/50 To appoint a Leader of the Council

Councillor Brian Smedley was nominated and accepted the nomination.

Proposed: Councillor Pearce Seconded: Councillor Lerry

There were no other nominations.

RESOLVED – that Councillor Brian Smedley be appointed as Leader of Bridgwater Town Council.

TC2019/51 To appoint a Deputy Leader of the Council

Councillor Kathy Pearce was nominated and accepted the nomination.

Proposed: Councillor Smedley Seconded: Councillor Lerry

There were no other nominations.

RESOLVED – that Councillor Kathy Pearce be appointed Deputy Leader of Bridgwater Town Council

TC2019/52 To appoint Portfolio Holders and Deputy Portfolio Holders for the following areas:

Cllr Smedley proposed an amendment to the names of portfolio and the areas of interest this amendment was seconded by Cllr Pearce.

- I. Policy and Finance and Executive** – this portfolio will be held by the Leader of Council with the Deputy being the Deputy Leader of the Council.

RESOLVED – that the portfolio be held by the Leader of Council with the Deputy being the Deputy Leader of the Council with support from Cllr Lerry

- II. Civic** – *Mayor's Duties, Promotions, Events, Twinning and Tourism* - this portfolio will be held by the Mayor with the Deputy being the Deputy Mayor.

RESOLVED - that the portfolio be held by the Mayor with the Deputy being the Deputy Mayor with support from Cllr Rodrigues.

- III. Community**– *Parks, Open Spaces, Tidal Barrier, Waterways, Street Cleaning and Toilets.*

RESOLVED - that the portfolio be held by Cllr Pearce with the Deputy being Cllr Smedley with support from Cllr Lerry.

- IV. Economy and Personnel** – *Town Team, Training, Staffing, Celebration Mile and Chamber of Commerce.*

RESOLVED - that the portfolio be held by Cllr Lerry with the Deputy being Cllr Granter with support from Cllr Loveridge.

- V. Climate Change.**

RESOLVED - that the portfolio be held by Cllr Gibson with the Deputy being Cllr Burrows with support from Cllr Cordiner.

- VI. Transport** – *Transport and Transport Forum.*

RESOLVED - that the portfolio be held by Cllr Burrows with the Deputy being Cllr Loveridge with support from Cllr Gibson.

- VII. Properties, Infrastructure and Nuclear** – *all Town Council Properties and land ownership, Bridgwater infrastructure and Nuclear.*

RESOLVED - that the portfolio be held by Cllr Redman with the Deputy being Cllr Granter with support from Cllr Pearce.

- VIII. Youth** – *Youth and Youth Council.*

RESOLVED - that the portfolio be held by Cllr Rodrigues with the Deputy being Cllr Leavy with support from Cllr Smedley.

TC2019/52 Committees Review Report – to receive the Committees Review Report and to: -
a) Resolve to accept the recommendations contained the report;

RESOLVED - to abolish all existing committees and working parties and to create a **Finance and Policy Committee** – to ensure that the council conforms to current legislation, with a Staffing sub-committee to provide the Town Clerk with line management; create a **Planning**

Committee – to decide the council's responses to planning applications, highway and rights of way issues; and create a **Premises Committee** to manage the council's property portfolio, cemetery, allotments and museum.

b) To appoint members to the new committees;

RESOLVED –

- I. that the Finance and Policy Executive Committee consist of the Portfolio Holders with the Deputy Portfolio Holders as Reserves.
- II. That the Premises committee consist of Cllrs' Creswell, Granter, Leavy, Lerry, Pearce, Redman, Slocombe and Smedley. Cllr Aujla as Reserve.
- III. That the Planning committee consist of Cllrs' Burrows, Creswell, Heywood, Leavy, Lerry, Lilley, Loveridge and Smedley. Cllrs' Aujla and Slocombe as Reserves.

c) To approve the terms of reference for the new committees.

RESOLVED – that the Terms of References as recommended in the review report be adopted.

TC2019/53 Calendar of Meetings - to revise the calendar of meetings for municipal year 2019/20

RESOLVED – that the Calendar of Meetings be approved with the Properties Committee dates subject to review if they clash with Sedgemoor DC Executive Committee meetings.

TC2019/54 To appoint Councillors as representatives to the following outside bodies: -

Wyndham Lecture Trust for the schools of Bridgwater	Cllr Lerry
Bridgwater Chamber of Commerce & Town Team	Cllr Lerry. The Town Clerk is also appointed to the Town Team and will attend some meetings of the Chamber as appropriate.
Bridgwater Heritage Regeneration Partnership	Cllr Redman
Bridgwater Arts Centre (observer)	Cllrs' Leavy and Smedley
Carnival Committee	Cllr Loveridge
Bridgwater Cultural/Creative Partnership	Cllr Heywood with the Town Clerk as required/as appropriate
Inland Waterways Association –	Cllr Pearce
Meads Steering Group;	Cllr Pearce
Tidal Barrier -stakeholders	Cllr Lerry
Tidal Barriers-opportunities & enhancements	Cllr Pearce
Hamp Community Association	Cllr Leavy
Sydenham CC (2)	Cllrs' Granter and Loveridge who will become trustees

Victoria CC (2)	Cllrs' Cordiner and Lerry who will become trustees
Cluster group (SDC)	Cllrs' Aujla, Burrows, Creswell, Lerry, Loveridge and the Town Clerk. Must not be SDC members.
Bridgwater Memorial Homes	Cllr Leavy
Friends of Wembdon Road Cemetery	Mayor as President
Together Team	Cllr Granter
Kingsdown Pavilion	Cllr Redman
Hinkley Point (ex liaison Committee) site stakeholder group	Cllr Redman
EDF/HPC Community Forum	Cllr Redman and the Town Clerk
EDF/HPC Transport Forum	Cllr Redman and the Town Clerk
Nat Grid HPC Conn Project South Local Com Forum -	Cllr Redman

TC2019/55 Council Policies –

- I. Review of Standing Orders** – recently revised (no action needed)
- II. Review of Financial Regulations** – recently revised (no action needed)
- III. Adoption of Complaints Procedure - RESOLVED** – to adopt
- IV. Review of Community Grants Funding Policy - RESOLVED** – to adopt with an amendment to include all Core Grant recipients to apply annually for their grant and to abide by the Grant Policy. Town Clerk to amend the policy to reflect the amendment.
- V. Adoption of Councillor –Officer –Employee Protocol - RESOLVED** – to adopt
- VI. Adoption of Health and Safety Statement General Policy - RESOLVED** – to adopt
- VII. Adoption of Recording of Meetings Policy - RESOLVED** – to adopt
- VIII. Adoption of Social Media Policy - RESOLVED** – to adopt
- IX. Adoption of Training and Development Policy - RESOLVED** – to adopt
- X. Adoption of Risk Management Scheme - RESOLVED** – to adopt
- XI. Adoption of Scheme of Delegation - RESOLVED** – to adopt and to include Committees terms of reference
- XII. Adoption of Information and Data Protection Policy –New (GDPR) - RESOLVED** – to adopt
- XIII. Adoption of Retention and Disposal Policy –New (GDPR) - RESOLVED** – to adopt
- XIV. Adoption of The Management of Transferable Data Policy –New (GDPR) - RESOLVED** – to adopt

TC2019/56 General Power of Competence - "That Bridgwater Town Council resolves that from this meeting until the next Annual Meeting of the Council in the election year set for 2023, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, resolves that the Council is eligible to adopt and to exercise the General Power of Competence".

RESOLVED - that Bridgwater Town Council having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, adopt the General Power of Competence”.

TC2019/57 Finance -Accounts for Payment and Income - to note items of expenditure and income for April 2019

RESOLVED – to note items of expenditure and income for April 2019

TC2019/58 Finance - Town Council Year 2018/19 Year to Date Budget - to review and note the budget information for the year to date as of 31 March 2019 ([Account & Audit Regulations 2015](#))

RESOLVED - note the budget information for the year to date as of 31 March 2019

TC2019/59 Finance – to authorise the Town Clerk to amend the Bank Mandate on the Council’s bank accounts

RESOLVED – that the Town Clerk is authorised to amend the Bank Mandate on the Council’s bank accounts and the signatories be Cllr’s Leigh Redman, Kath Pearce, Mick Lerry, Graham Granter, Dave Loveridge and Brian Smedley with David Mears (Town Clerk) being a signatory on the CCLA accounts.

With no further business the meeting closed at 9.25pm

Signed

Date