



**Minutes of Bridgwater Town Council held in the Bridgwater Town Hall on Thursday  
9 May 2024 at 19:00**

**Present:**

Councillors: Solomon (Chair), Aujla, Hubble, Leavy, Lerry, Loveridge, Mander, Marsh, Pearce, Redman, Rodrigues, Slocombe, and Smedey

**Officers:**

David Mears, CEO and Town Clerk, and Amy Storey, Democratic Services Officer.

There was one member of the public present and no press.

**TC2024/38 ELECTION OF MAYOR (CHAIR OF THE COUNCIL) AND ACCEPTANCE OF OFFICE. (LGA 1972 S14 (1), 15(1&2), 33(1) AND 34(1&2))**

Councillor Jacqui Solomon was nominated as Mayor and accepted the nomination.

**TC2024/39 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Lilley, Morgan, and Heywood.

**TC2024/40 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 were declared.

**TC2024/41 APPOINTMENT OF DEPUTY MAYOR (VICE CHAIR OF THE COUNCIL)**

Councillor Kathy Pearce was nominated as Deputy Mayor and accepted the nomination.

**TC2024/42 TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE COUNCIL MEETINGS HELD ON THURSDAY 14 MARCH 2024 AND THURSDAY 4 APRIL 2024 (LGA 1972 SCH 12, PARA 41(1))**



**RESOLVED:** That the minutes of the Council Meeting held on Thursday 14 March 2024 and Thursday 4 April 2024 be signed as a correct record.

**TC2024/43 TO APPOINT A LEADER OF THE COUNCIL**

Councillor Brian Smedley was nominated as Leader of the Council and accepted the nomination.

**TC2024/44 TO APPOINT A DEPUTY LEADER OF THE COUNCIL**

Councillor Kathy Pearce was nominated as Deputy Leader of the Council and accepted the nomination.

**TC2024/45 OPPOSITION GROUP TO NAME A LEADER AND DEPUTY LEADER OF THEIR GROUP**

Councillor Gill Slocombe is the Leader of the Opposition Group, with Councillor Diogo Rodrigues as Deputy Leader.

**TC2024/46 CALENDAR OF MEETINGS - TO AGREE THE CALENDAR OF MEETINGS FOR MUNICIPAL YEAR 2024/25**

**RESOLVED:** The calendar of meetings for municipal year 2024/25 was agreed, and the Town Clerk and the Leader of the Council will amend the date for Amenities and Planning which were both down for October 17<sup>th</sup> at 10am

**TC2024/47 REVIEW OF COMMITTEE STRUCTURE - TO RECEIVE THE LEADER'S REPORT IN RELATION TO THE FOLLOWING ITEMS:**

**TC2024/47.1 TO ABOLISH THE FOLLOWING COMMITTEES: FINANCE AND POLICY EXECUTIVE; ENVIRONMENTAL; PROPERTIES AND STAFFING SUB-COMMITTEE**

**RESOLVED:** That the following committees: Finance and Policy Executive; Environmental; Properties and Staff are abolished.

**TC2024/47.2 TO RESOLVE TO CREATE A NEW FINANCE COMMITTEE AND APPOINT MEMBERS TO THE COMMITTEE**

**RESOLVED:** To create a new Finance Committee and appoint the following members to the committee: Councillors, Lerry (Chair), Solomon (Vice Chair), Leavy (Third), Slocombe, Pearce, Mander, Smedley, and Rodrigues.



**TC2024/47.3 TO RESOLVE TO CREATE A NEW HR SUB-COMMITTEE AND APPOINT MEMBERS TO THE COMMITTEE**

**RESOLVED:** To create a new HR Sub-Committee and appoint the following members to the committee: Councillors, Lerry (Chair), Marsh (Vice Chair), Mander (Third), Smedley, and Pearce.

**TC2024/47.4 TO RESOLVE TO CREATE A NEW AMENITIES COMMITTEE AND APPOINT MEMBERS TO THE COMMITTEE**

**RESOLVED:** To create a new Amenities Committee and appoint the following members to the committee: Councillors, Mander (Chair), Pearce (Vice Chair), Loveridge (Third), Lilley, Redman, Solomon, Morgan, and Slocombe.

**TC2024/47.5 TO RESOLVE TO CREATE A NEW COMMUNITY SERVICES COMMITTEE AND APPOINT MEMBERS TO THE COMMITTEE**

**RESOLVED:** To create a new Community Committee and appoint the following members to the committee: Councillors, Smedley (Chair), Hubble (Vice Chair), Heywood (Third), Aujla, Leavy, Marsh, Lerry, and Rodrigues

**TC2024/47.6 TO RESOLVE TO APPOINT MEMBERS TO THE PLANNING COMMITTEE**

**RESOLVED:** To appoint the following members to the committee: Councillors, Lerry (Chair), Mander (Vice Chair), Loveridge (Third), Morgan, Heywood, Marsh, Leavy, Lilley, Solomon, and Hubble.

**TC2024/47.7 TO APPOINT MEMBERS TO:**

<b>Forums/Triads</b>	<b>Chair</b>	<b>Vice</b>	<b>Third</b>
Town Development	Cllr Smedley	Cllr Mander	Cllr Lerry
Twinning	Cllr Smedley	Cllr Mander	Cllr Leavy
History	Cllr Smedley	Cllr Leavy	Cllr Hubble
Tourism	Cllr Smedley	Cllr Mander	Cllr Lerry
Climate	Cllr Pearce	Cllr Solomon	Cllr Leavy
Transport	Cllr Loveridge	Cllr Mander	Cllr Lerry
HPC/Gravity	Cllr Redman	Cllr Lerry	Cllr Smedley
Docks	Cllr Mander	Cllr Lerry	Cllr Pearce
Youth	Cllr Solomon	Cllr Marsh	Cllr Hubble
BCP	Cllr Hubble	Cllr Heywood	Cllr Leavy
Events	Cllr Marsh	Cllr Leavy	Cllr Heywood
Police Public Safety	Cllr Mander	Cllr Solomon	Cllr Lerry



<b>Steering Group</b>				
<b>Arts Centre</b>	Cllr Mander (Vice Chair)	Cllr Hubble	Cllr Leavy	Cllr Smedley
	David Edney	Beccy Armory	Scott Mason	Bar Person?
	Friend (Chair)	Friend	Friend	Friend
<b>Museum</b>	Cllr Leavy (Chair)	Cllr Hubble (Vice Chair)	Cllr Mander	Cllr Loveridge
	Cllr Lilley			
	4 Members of Bridgwater Town Council Staff	4 Members of Friends		

<b>Working Party</b>				
<b>Docks</b>	Cllr Mander (Chair)	Cllr Lerry (Vice)	Cllr Heywood	Cllr Pearce

**RESOLVED:** That the members to the Forums/Triads, Steering Group, and Working Party as shown above.

**TC2024/47.8 TO APPROVE THE SCHEME OF DELEGATION**

**RESOLVED:** To approve the Scheme of Delegation and to amend point 12, to read Community Services, instead of Corporate Services.

**TC2024/48 TO APPOINT THE FOLLOWING COUNCILLORS TO THE FOLLOWING OUTSIDE BODIES:**

<b>Outside Body</b>	<b>Designation</b>			
Memorial Homes	Cllr Solomon			
Wyndham Trust	Cllr Lerry			
Brent Marshall	Cllr Loveridge			
Towell	Cllr Lerry			
Blake Gilbert	Cllr Leavy			
Parrett Drainage	Cllr Leavy			
Hinkley SSG	Cllr Redman			
Tidal Barrier Stakeholder	Cllr Lerry			
Tidal Barrier Enhance	Cllr Pearce			
Wembdon Road Cemetery	Cllr Slocombe	Cllr Lilley		
Carnival	Cllr Leavy			
SEED	Cllr Hubble	Cllr Lerry		Cllr Heywood



HCA	Cllr Redman	Cllr Leavy	townclerk@bridgwater-tc.gov.uk
Sydenham Community Centre	Cllr Hubble	Cllr Redman	
Victoria Park Community Centre	Cllr Marsh	Cllr Lerry	
One Team	Cllr Solomon		
LCN	Cllr Mander		
Town Team	Cllr Lerry		

**RESOLVED:** To appoint the Councillors to the Outside Bodies, as shown above.

**TC2024/49 TO REVIEW COUNCIL POLICIES AND PROCEDURES**

1. Review of Standing Orders
2. Review of Financial Regulations\*
3. Review of Complaints Procedure
4. Review of Grants Funding Policy
5. Review of Councillor – Officer – Employee Protocol
6. Review of Recording of Meetings Policy
7. Review of Social Media Policy
8. Review of Training and Development Policy
9. Review of Risk Management Scheme
10. Review of Information and Data Protection Policy
11. Review of Retention and Disposal Policy
12. Review of The Management of Transferable Data Policy
13. Review Sustainable Transport Plan for Bridgwater
14. Review of Pesticide Free Policy
15. Review of Plastic Free Policy

\* Identifies new or amended policies, and are in the meeting pack for this meeting, for all other policies, please follow this link:

<https://bridgwater-tc.gov.uk/council/documents/>

**RESOLVED:** That the Council Policies and Procedures were reviewed.

**TC2024/50 TO NOTE THE DECISION OF THE CEO TO RENEW THE INSURANCE FROM 1 MAY 2024 FOR A 3 YEAR FIXED TERM UNDER 4.5 OF THE FINANCIAL REGULATIONS.** As notified to the Finance and Policy Executive Committee on 29 April 2024

**RESOLVED:** To note.

**TC2024/51 AGAR**

**TC2024/51.1 FINANCE - TO NOTE THE ANNUAL INTERNAL AUDIT REPORT FOR 2023/24**



**RESOLVED:** To note

**TC2024/51.2 FINANCE - TO APPROVE THE ANNUAL GOVERNANCE STATEMENT (S.1 OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN FOR 2023/24)**

**RESOLVED:** That the Annual Governance Statement (s.1 of the Annual Governance and Accountability Return for 2023/24) was approved.

**TC2024/51.3 FINANCE - TO APPROVE THE ANNUAL ACCOUNTING STATEMENT FOR THE YEAR ENDING 31 MARCH 2024 (S.2 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2023/24)**

**RESOLVED:** That the Annual Accounting Statement for the year ending 31 March 2024 (s.2 Annual Governance and Accountability Return 2023/24) was approved.

**TC2024/52 TO AGREE TO WAIVE FINANCIAL REGULATIONS**

Relating to contracts to enable a direct approach to suppliers for seating at the Town Hall following insufficient competitive interest in the tender.

**RESOLVED:** That the Financial Regulations Relating to contracts to enable a direct approach to suppliers for seating at the Town Hall following insufficient competitive interest in the tender are waived.

The Chairman closed the meeting at **19:48**

**End of document**

**Signed**.....

**Dated**.....