



**MINUTES OF THE ANNUAL MEETING OF THE TOWN COUNCIL
HELD ON TUESDAY 12TH MAY 2020 (Held remotely)**

Present: **Cllr Nicholls** **Cllr Harrison** **Cllr Bowen**
 Cllr Boulton **Cllr Doherty** **Cllr Foxall**
 Cllr Jefferies **Cllr Jack Morgan** **Cllr John Morgan**
 Cllr Roberts **Cllr Sanford** **Cllr Thornhill**

In attendance: Vanessa Lawrence, Roz Morton (Clerks), District Cllr Trotter and Andrews and County Cllr Theodoulou(part)

The meeting was opened by the current Chairman & Mayor.

001 20/21 To elect the Town Mayor

It was **RESOLVED** to elect James Nicholls as Town Mayor. Proposed Cllr Boulton, seconded Cllr Sanford – all in favour

The newly elected Chairman & Mayor continued the meeting.

002 20/21 To receive the Town Mayor's Declaration of Acceptance of Office

Cllr Nicholls Declaration of Acceptance of Office was duly received. The required document will be e-mailed to Cllr Nicholls for completion.

ACTION: Clerk to e-mail document to Cllr Nicholls.

003 20/21 To elect the Deputy Mayor

It was **RESOLVED** to elect Cllr Harrison as Deputy Mayor. Proposed Cllr Sanford, seconded Cllr Roberts – all in favour.

004 20/21 To receive the Deputy Town Mayor's Declaration of Acceptance of Office

Cllr Harrison's Declaration of Acceptance of Office was duly received. The required document will be e-mailed to Cllr Harrison for completion

ACTION: Clerk to e-mail document to Cllr Harrison.

005 20/21 To decide when any Declarations of Acceptance of Office which have not been received as provided by law, shall be received.

N/A

006 20/21 Apologies for absence

Apologies were received from Cllr Hill

007 20/21 Declarations of Interest in Items on the Agenda

None received

008 20/21 To remind Councillors to complete the Register of Interests and return to CDC within 28 days.

Cllrs were asked to send in any amendments to their Register of Interests if applicable.

- 009 20/21 To approve the Minutes of the Full Council meeting held on the 14th April 2020.**
 It was **RESOLVED** to approve the Minutes of the Full Council meeting held on the 14th April 2020, as a true and accurate record of the proceedings. Proposed Cllr Nicholls, seconded Cllr John Morgan – 11 in favour, 1 abstention.
- 010 20/21 Clerks’/Chairman’s report**
 Nil of note.
- 011 20/21 To consider and agree the Council’s committees and sub-committees including review of delegation arrangements and to agree timetable for meetings for the coming year.**
 It was **RESOLVED** to that the committees and sub committees remain unchanged and that all the meetings at present, due to COVID 19 will be held remotely. Meetings to take place at the appointed times.
- 012 20/21 To appoint members to Committees and sub-committees.**
 The following members were appointed/ re-appointed to Committees & sub-committees as follows:
- Planning Committee**
 Cllr Foxall
 Cllr Hill
 Cllr John Morgan
 Cllr Thornhill
 Ex-officio – Cllr Nicholls and Cllr Harrison
- Finance Committee**
 Cllr Boulton
 Cllr Doherty
 Cllr Foxall
 Cllr Jefferies
 Cllr Sanford
 Ex-officio – Cllr Nicholls and Cllr Harrison
- Works & Community Committee**
 Cllr Bowen
 Cllr Jack Morgan
 Cllr John Morgan
 Cllr Roberts
 Cllr Sanford
 Ex-officio – Cllr Nicholls and Cllr Harrison
- Staffing sub-committee**
 Cllr Bowen
 Cllr Doherty
 Cllr Foxall
 Cllr Sanford
 Cllr Thornhill
 Ex-officio – Cllr Nicholls and Cllr Harrison
- Procedures sub-committee**
 Cllr Bowen
 Cllr Boulton
 Cllr Doherty
 Cllr Foxall
 Ex-officio – Cllr Nicholls and Cllr Harrison

013 20/21 To consider and agree Town Council representatives for the following organisations:

It was **RESOLVED** to agree the Town Council representatives for the Listed organisations as follows:-

- i. Palmer Hall Committee (1) - **Cllr Roberts**
- ii. Farmor's Endowed Trust (2) – **Cllrs Boulton & Thornhill**
- iii. Fairford Community Centre Trustees (3) – **Cllrs Bowen, Hill & Foxall**
- iv. Fairford Community Centre Management Committee (2) – **Cllrs Doherty & Foxall**
- v. Fairford Air Base links (3) – **Cllrs Jack Morgan, John Morgan & Roberts**
- vi. Gloucestershire Market Town Forum (1) – **To be decided**
- vii. Police link (1) – **Cllr Foxall**
- viii. Fairford History Society (1) – **Cllr Harrison**
- ix. Access to Countryside & CWP (4) – **Cllrs Boulton, Hill, Jefferies & Thornhill**
- x. FEAG (3)- **Cllrs Jack Morgan, John Morgan & Harrison**
- xi. Fairford & Lechlade Business Club – **open to all**
- xii. NDP Steering Group (3) – **Cllrs Doherty, Harrison & Hill**
- xiii. Patients Participation Group (1) – **Cllr Sanford**
- xiv. Youth Steering Group (2) – **Cllrs Jack Morgan & Nicholls**
- xv. Fairford Community Voice (1) – **Cllr Sanford**
- xvi. The Ernest Cook Trust – (3) – **Cllrs Foxall, Nicholls & Roberts**

The above 3 items – 011 to 013 were taken together and proposed by Cllr Nicholls, seconded Cllr John Morgan – all in favour.

014 20/21 To re-affirm eligibility for the Town Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

It was proposed to re-affirm eligibility for the Town Councils (General Power of Competence) (Prescribed Conditions) Order 2012 having met all the required criteria. Proposed Cllr Harrison, seconded Cllr Boulton – all in favour.

015 20/21 To agree to adjourn the meeting for Public Participation – there is a 10-minute time limit) if members of the public are present.

N/A

016 20/21 To agree to reconvene the meeting following Public Participation, if applicable.

N/A

017 20/21 Chairman's Announcements

Cllr Nicholls thanked Cllr Boulton for all his hard work over the past 3 years, as Mayor.

018 20/21 To consider correspondence received (for information only emailed)

An invitation to join a remote meeting to discuss the Sensory Garden project on the 21st May at 2pm

019 20/21 To receive report from District Councillor/County Councillors (e-mailed)

Reports from District Cllrs Andrews, Doherty and County Cllr Theodolou had been circulated prior to the meeting. All the reports are filed with the Minutes. In brief, Cllr Andrews reported on the Wick House planning application, which will be considered by CDC later this month and Cllr Andrews asked for the Chair of Planning to contact him beforehand. Cllr Theodolou reported on the suspension of Committee meetings and on planned virtual meetings. GCC are looking to the future after lockdown has ceased, with reference to working from home. They are also looking at rolling out

improved broadband services having allocated £500k for this project. HRC (recycling centres) are being reopened commencing with two to date. Further sites will reopen subject satisfactory reports being received.

Q: Cllr John Morgan asked when the Fosse Cross site would reopen

A: Cllr Theodoulou reported that this is being looked at at present, but not definite date has been set.

FINANCE

020 20/21 To approve retrospectively payments to the end of April 2020

It was **RESOLVED** to approve, retrospectively payments to the end of April 2020. Proposed Cllr Boulton, seconded Cllr Doherty – all in favour.

021 20/21 To receive end of year figures 2019/20

The end of year figures were received with no comment.

022 20/21 To consider and agree renewal of Insurance with Zurich Insurance due 1st June 2020 (£1190.86)

Cllr Roberts asked what the difference was from last year. The Clerk responded that had increased by £18. It was **RESOLVED** to agree renewal of insurance with Zurich Insurance for 2020-21. Proposed Cllr Roberts, seconded Cllr Doherty – all in favour.

ACTION: Clerk to contact Zurich

PLANNING

023 20/21 To receive the minutes of the Planning committee meetings held on 5th May 2020.

The Minutes of the Planning Committee meeting held on the 5th May 2020 was received with no comment.

WORKS & COMMUNITY

024 20/21 To receive a report from the Chair of Works & Committee

Cllr Morgan reported that whilst there has been no meeting recently, he felt that some issues have cropped up which will require the Committee to meet (remotely). The next meeting will be scheduled for Tuesday 26th May at 7pm on Zoom. He reported that everything else which had been planned for this year has come to a halt for the moment.

OTHER MATTERS

025 20/21 Anything the Chair considers urgent

Cllr Nicholls thanked Roz Morton (Deputy Clerk), for all her work with the volunteers in this pandemic and Vanessa Lawrence (Clerk), for her work with completing the Audit given the current working conditions.

Cllr John Morgan raised an issue regarding the waiving of a fee relating to a burial. When the reasons were explained the Council agreed that the amount of £200 should be waived in the circumstances, as a 'one -off' goodwill gesture. This to be formally approved by the W & C Committee at their next meeting.

ACTION: Clerk to add this item to the Agenda of the next W & C meeting in May.

026 20/21 Date of next meeting –9th June 2020

There being no further business the meeting closed at 8pm

.....Chairman2020