

Notice of Meeting: FULL COUNCIL

Date and Time: Wednesday 18 November 2020 19.00pm

Venue: Remote video link via zoom Link:

Present: Cllrs: L Harris, S Reynolds, P Harris, P Scorer, P Handley, K Roberts, M Stott, D Martin, M Jeffrey, M Brock, R Blaney, S Thompstone, S Perry, P Rainbow

Also in attendance: NCC Cllr R Jackson, Acting Clerk Lesley Wright, Assistant Clerk K Green and 3 members of the public

Minutes of the Meeting

1 To elect the Chair of the Council

Proposal to elect Councillor Sally Reynolds as Chair of the Council

Cllr L Harris

Seconded Cllr Jeffrey

Agreed

Unanimously

2 To receive the Chair's Declaration of 'Acceptance of Office of Chairman' and if not now received to agree to do so before or at the next meeting of the Full Council- The Chair signed the declaration

Cllr S Perry joined the meeting

3 Apologies for absence- Cllr P Rainbow will be late

4 To receive any declarations of interest

Members are hereby reminded that, under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011, a member with a Disclosable pecuniary interest of which they are aware in a matter who attends a meeting of the council at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent -None

5 Questions from members of the Public (The positioning of this item on the agenda may be varied by resolution of the Council to facilitate involvement by members of the public) **-none**

6 Approval of Minutes of previous meeting

6.1 Full Council Meeting 21 October 2020

6.2 Matters arising (not covered in the Agenda) -for information only

Proposal to approve the Minutes

Proposed Cllr Jeffrey

Seconded Cllr Blaney

Agreed

Unanimously

Cllr S Thompstone joined the meeting

7 County Councillor report- NCC Cllr Jackson told the meeting- Southwell Town Council has been awarded £2000 towards Tourist Signage and Southwell City Football Club have been awarded £6000 for their clubhouse update from this year's Local Improvement Scheme funding The issues surrounding traffic on Halloughton road is complicated as residents want different things Cllr Scorer stated that there is a report on this subject to be discussed at the next Planning and Highways Committee meeting Cllr Jackson told the meeting that the flood mitigation scheme is doing works again and it is on track to finish March/April 2021. There has been a hold up with works on Harveys field as an item of archaeological interest has been found

Cllr Jeffrey thanked the County Council for their quick response marking potholes on Crewe lane Close
Cllr Scorer requested that the supplementary questions that were requested after the zoom meeting be answered

Cllr P Harris asked that the highways officer respond to the Clerks emails regarding road closure

Cllr Stott asked for progress on the walking/cycling in Southwell proposal that Planning and Highways put forward- Cllr Jackson will chase

8 District Councillors report - to note, previously circulated- noted

9 Chairs Report and Announcements The Chair thanked the previous Chair Cllr Lyn Harris for her work over the last 18 months in stressful conditions. She thanked her for agreeing to continue as Chair for an extra year as we went into lockdown. We lost Cllr Beryl Prentice and there have been upheavals in the Council, but you have provided unstinting support to the admin team and additionally help set up the helpline and organise the Councillors on the road closure. Thanked her very much for your support to the Council

Cllr L Harris thanked the Council for the opportunity to serve. She has had an amazing 18 months and thanked the Councillors for all their hard work and support. She also thanked the brilliant and dedicated staff who work tirelessly as well as the residents, businesses and key workers for working hard to keep the town going in a difficult year and supporting the vulnerable

The Chair thanked the Council for electing her and the support and stated that Cllr L Harris will be a hard act to follow. She hopes that the council can work as a team and she will Chair with impartiality and integrity

The Christmas Market will be going ahead on 13th November

10 Finance

10.1 Draft Income & Expenditure Summary/ Reserves Position to end October 2020 -previously circulated

10.2 Bills for Payment- previously circulated

10.3 Late Bills for Payment – to be circulated

Proposal to accept finance documents

Proposed Cllr Jeffrey

Seconded Cllr Blaney

Agreed

Unanimously

11 The Motion under Standing Order 27 is to delete all of the July 2018 Orders and insert the proposed Standing Orders with the typing amendments previously delivered. All of the statutory Standing Orders are transferred into the proposed orders.

Proposed Peter Harris

Seconded Martin Stott

Council discussed the standing orders and agreed that amendments were needed to include management of information and data appendix and the financial regulations appendix needs updating which can be added at subsequent meeting

Proposal to change item 23 a iii to read ‘Chair of committee may only speak on matters relevant to that committee unless agreed by the Council’

Proposed Cllr Reynolds

Seconded Cllr P Harris

Accepted

Cllrs P Harris and M Stott accept the inclusion

Proposal to accept the proposed standing orders with the agreed amendment 23 a iii and added appendix of information governance

Proposed Cllr P Harris

Seconded Cllr Stott

13 Agreed

Carried

1 Abstention

12 Planning Matters – The Neighbourhood Plan working working group is meeting

13 To Elect additional members of the Governance and Finance committee

Proposal to appoint Cllr K Roberts to the Governance and Finance committee

Proposed Cllr Martin

Seconded Cllr Blaney

Agreed Unanimously

- 14 To note – current list of Policies under review and the Equality and Diversity Policy to be submitted to the next Full Council meeting for approval- noted**
- 15 Update on the draft budget preparations to date – to be circulated** – Council discussed the budget and the difficulties because of the current Covid situation. The working party is on target for bringing proposals to Full Council in January
- 16 To approve Zoom meeting protocol – previously circulated** – Council discussed the proposal and amendments that are required. Cllr L Harris will bring back to the January meeting
- 17 To receive and note the most recent committee meeting minutes from the following statutory committees that have taken place since the last Full Council meeting**
17.1 Draft Planning Committee 4 November 2020 – previously circulated
17.2 Draft Governance and Finance –26 October 2020 – previously circulated
17.3 Draft Town Environment 11 November – to be circulated - **noted**

Cllr P Rainbow joined the meeting

- 18 Item for discussion at next meeting**
Election of a vice chairman, Equality and Diversity policy, zoom protocol, budget, scheme of delegation
- 19 Date of next meeting-** 20 January 2021

Meeting Finished at 20:20

I declare that the above is a true record of the meeting

**Signed
Chair
Southwell Town Council**

Date