

MINUTES OF THE ANNUAL MEETING OF BARRY TOWN COUNCIL HELD ON MONDAY, 28 SEPTEMBER AT 6.00 PM

PRESENT: The Retiring Mayor (Councillor Wilkinson), together with Councillors Aviet, Bailey, Brooks, Charles, Clarke, Collins, Drake, Hampton, Hawkins, N Hodges, S Hodges, Hooper, Johnson, Lloyd-Selby, Nugent-Finn, Payne (Arrived at 6.28), Perkes, Richardson, Rowlands, Wiliam and Wright.

ALSO PRESENT: Emily Forbes - Chief Officer
Mark Sims - Deputy Chief Officer
Amanda Evans - Facilities and Cemeteries Manager
Rhian Burns - Administrator

PROCEDURAL

761. **ROLL CALL**

The Chief Officer took a roll call of all those present.

762. **TO RECEIVE APOLOGIES FOR ABSENCE**

None were received.

763. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT**

None were received.

BUSINESS TO BE TRANSACTED

764. **TO ELECT A TOWN MAYOR FOR THE 2020/21 MUNICIPAL YEAR AS DIRECTED IN STATUTE, LOCAL GOVERNMENT ACT 1972 SS 15(2) AND 34(2)**

It was noted that the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020 provide for the Council to determine not to elect a new Mayor with the serving Mayor and Deputy Mayor continuing in office until May 2021.

Nominations were received for the position of Mayor of Barry Town Council for the municipal year 2020/21 as follows:

Councillor Wilkinson – nominated by Councillor Brooks and seconded by Councillor Rowlands.

A vote was taken, the result of which was that Councillor Wilkinson be elected as Town Mayor for remainder of the 2020/21 municipal year by a unanimous vote.

RESOLVED: That Councillor Wilkinson be elected as Town Mayor for remainder of the 2020/21 municipal year by a unanimous vote.

765.

TO ELECT A DEPUTY TOWN MAYOR FOR THE 2020/21 MUNICIPAL YEAR

It was noted that the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020 provide for the Council to determine not to elect a new Mayor with the serving Mayor and Deputy Mayor continuing in office until May 2021.

Nominations were received for the position of Deputy Town Mayor of Barry Town Council for the municipal year 2020/21 as follows:-

Councillor Clarke – nominated by Councillor S Hodges and seconded by Councillor Johnson.

Councillor Rowlands – nominated by Councillor Bailey and seconded by Councillor Charles.

A vote was taken, the result of which was that Councillor Clarke be elected as Deputy Town Mayor for the 2020/21 municipal year by a majority vote of 15 to 6.

RESOLVED: That Councillor Clarke be elected as Deputy Town Mayor for the 2020/21 municipal year by a majority vote of 15 to 6.

766.

TO RECEIVE THE NEWLY ELECTED TOWN MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE

The newly elected Deputy Town Mayor made his Declaration of Acceptance to the Office of Deputy Town Mayor, in the presence of the Chief Officer.

767.

WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015

It was noted that this Act sets out the requirement for a public body to act in a manner which seeks to ensure **that the needs of the present are met without compromising the ability of future generations to meet their own needs.**

In order to act in that manner, a public body must take account of the following things:

(a) the importance of balancing short term needs with the need to safeguard the ability to meet long term needs, especially where things done to meet short term needs may have detrimental long term effect;

(b) the need to take an integrated approach, by considering how—

(i) the body's well-being objectives may impact upon each of the well-being goals;

(ii) the body's well-being objectives impact upon each other or upon other public bodies' objectives, in particular where steps taken by the body may contribute to meeting one objective but may be detrimental to meeting another;

(c) the importance of involving other persons with an interest in achieving the well-being goals and of ensuring those persons reflect the diversity of the population of the part of Wales in relation to which the body exercises functions;

(d) how acting in collaboration with any other person (or how different parts of the body acting together) could assist the body to meet its well-being objectives, or assist another body to meet its objectives;

(e) how deploying resources to prevent problems occurring or getting worse may contribute to meeting the body's well-being objectives, or another body's objectives.

RESOLVED: That the Well-being of Future Generations (Wales) Act 2015 be noted.

768. **TO APPROVE AND SIGN THE MINUTES OF FULL COUNCIL HELD ON 29 JULY 2020 AS A CORRECT RECORD**

RESOLVED: That the minutes of the meeting of Full Council held on 29 July 2020 are approved and signed as a correct record.

769. **TO CONSIDER QUESTIONS FROM COUNCILLORS (STANDING ORDER 3(E) REFERS)**

None were received.

770. **TO CONSIDER QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC (STANDING ORDER 3(F) REFERS)**

None were received.

771. **TO CONSIDER MOTIONS SUBMITTED BY COUNCILLORS**

None were received.

772. **TO RECEIVE COMMUNICATIONS FROM THE MAYOR**

The Mayor advised that she had attended a small service to commemorate the 75th anniversary of the Battle of Britain and laid a wreath at the cenotaph. She noted that she planned to write a press release to raise awareness amongst members of the public on the

activities of this Council and what was being done to support the local community.

RESOLVED: That communications from the Mayor be received and noted.

773. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 28 JULY AND 8 SEPTEMBER 2020 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

RESOLVED: That the minutes of the Planning Committee's meetings held on 28 July and 8 September 2020 are approved and signed as a correct record.

774. **TO RECEIVE AND NOTE THE MINUTES OF THE SUSTAINABLE BARRY WORKING GROUP'S MEETINGS HELD ON 7 SEPTEMBER 2020 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

It was noted that the meeting of the Sustainable Barry Working Group held on 7 September 2020 was inquorate.

GOVERNANCE

APPOINTMENT OF ROLES AND COMMITTEE MEMBERSHIP

775. **TO ELECT A LEADER OF THE COUNCIL FOR 2020/21 NOTING THAT AS THERE IS NO OVERALL MAJORITY PARTY THE LEADER OF THE COUNCIL WILL BE ELECTED BY THE COUNCIL IN ACCORDANCE WITH STANDING ORDER 33(1)(B)**

Members were asked to elect a Leader noting that as there was no overall majority party that the Leader of the Council will be elected by the Council in accordance with Standing Order 33 (1)(b).

Councillor Brooks was nominated by Councillor Drake and seconded by Councillor Lloyd-Selby. A vote was taken, the result of which was that Councillor Brooks be elected as Leader of the Council for remainder of the 2020/21 municipal year by a unanimous vote.

RESOLVED: That Councillor Brooks be elected as Leader of the Council for the 2020/21 municipal year.

776. **TO APPOINT THE FOLLOWING COUNCIL COMMITTEES FOR THE ENSUING MUNICIPAL YEAR AND APPROVE THEIR TERMS OF REFERENCE**

Members felt that it would be useful to have continuity of Committee membership for the remainder of the 2020/21 municipal year and

agreed that Committee membership should remain the same as 2019/20. Committee membership was therefore agreed as follows:

1. **To appoint to the Council's Standing Committees**

a. **Finance, Policy & General Purposes**

Councillors Brooks, Drake, Hampton, N Hodges, S Hodges, Lloyd-Selby and Rowlands.

b. **Halls, Cemeteries & Community Facilities**

Councillors Aviet, Clarke, N Hodges, Johnson, Nugent-Finn, Richardson and Rowlands.

c. **Personnel**

Councillors Charles, Clarke, Payne, Perkes, Wiliam, Wilkinson and Wright.

d. **Planning**

Councillors Aviet (Gibbonsdown), Bailey (Dyfan), Collins (Castleland), Charles (Illtyd), Hawkins (Gibbonsdown), S Hodges (Baruc), Payne (Cadoc) and Perkes (Court).

2. **To appoint to Working Parties and non-standing committees**

a. **Memorial Hall & Theatre Working Party**

Councillors Aviet, Brooks, Charles, Clarke, Drake, S Hodges, and Wiliam.

b. **Fairtrade Advisory Committee**

Councillors Hampton, Hawkins, S Hodges, Johnson, Lloyd-Selby, Richardson and Wright.

(Noting that members of the public with voting rights are permitted for the Fairtrade Advisory Committee.)

c. **Local Investment Committee**

Councillors Bailey, Brooks, N Hodges, S Hodges, Hooper, Lloyd-Selby and Nugent-Finn.

d. **Reshaping of Services Working Party**

Councillors Hawkins, S Hodges, Johnson, Lloyd-Selby, Nugent-Finn, Richardson and Rowlands.

e. Shop Local Barry Advisory Committee

Councillors Collins, Hampton, Hawkins, S Hodges, Payne, Perkes and Wright.

(Noting that members of the public with voting rights are permitted for the Shop Local Advisory Committee)

f. Welsh Language Working Party

Councillors Payne, Rowlands and Wiliam.

g. Working Party to Consider Consultations Received

Councillors Charles, Clarke, Drake, N Hodges and Wilkinson.

h. Innovation Working Party

Councillors Bailey, Brooks, Drake and N Hodges.

i. Sustainable Barry Working Party

Councillors Clarke, Drake, S Hodges, Lloyd-Selby, Payne, Rowlands and Wright

RESOLVED:

1. That the above members be appointed to Committees for the ensuing municipal year as per Standing Order 4(g) appendix 1.
2. That the Terms of Reference for each Committee be approved.

777.

TO ELECT THE CHAIRPERSONS AND VICE-CHAIRPERSONS OF THE STANDING COMMITTEES LISTED ABOVE

Members felt that it would be useful to have continuity of Chairpersons and Vice-Chairpersons for the remainder of the 2020/21 municipal year and agreed that these positions should remain the same as 2019/20. Chairpersons and Vice-Chairpersons were therefore agreed as follows:

Finance Policy & General Purposes

Councillor Brooks was nominated as Chairperson of the Finance, Policy & General Purposes Committee.

RESOLVED: That Councillor Brooks be elected Chairperson of the Finance, Policy & General Purposes Committee for the municipal year of 2020/21.

Councillor Lloyd-Selby was nominated as Vice-Chairperson of the Finance, Policy & General Purposes Committee.

RESOLVED: That Councillor Lloyd-Selby be elected Vice-Chairperson of the Finance, Policy & General Purposes Committee for the municipal year of 2020/21.

Halls, Cemeteries & Community Facilities

Councillor N Hodges was nominated as Chairperson of the Halls, Cemeteries & Community Facilities Committee.

RESOLVED: That Councillor N Hodges be elected as Chair of the Halls, Cemeteries & Community Facilities Committee for the municipal year of 2020/21.

Councillor Richardson was nominated as Vice-Chairperson of the Halls, Cemeteries & Community Facilities Committee.

RESOLVED: That Councillor Richardson be elected as Vice-Chairperson of the Halls, Cemeteries & Community Facilities Committee for the municipal year of 2020/21.

Personnel

Councillor Charles was nominated as Chairperson of the Personnel Committee for the municipal year of 2020/21.

RESOLVED that Councillor Charles be elected as Chair of the Personnel Committee for the municipal year of 2020/21.

Councillor Payne was nominated as Vice-Chairperson of the Personnel Committee by Councillor Perkes and seconded by Councillor Charles.

RESOLVED that Councillor Payne be elected as Vice-Chairperson of the Personnel Committee for the municipal year of 2020/21.

Planning

Councillor Hawkins was nominated as Chairperson of the Planning Committee.

RESOLVED that Councillor Hawkins be elected as Chairperson of the Planning Committee for the municipal year of 2020/21.

Councillor Perkes was nominated as Vice-Chairperson of the Planning Committee.

RESOLVED that Councillor Perkes be elected as Vice-Chairperson of the Planning Committee for the municipal year of 2020/21.

It was also RESOLVED that Chairs of all Working Parties and Non-Standing Committees would remain as per 2019/20 positions for continuity and consistency.

778.

TO APPOINT REPRESENTATIVES ON OUTSIDE BODIES

Members felt that it would be useful to have continuity of representation on outside bodies for the remainder of the 2020/21 municipal year and agreed that these positions should remain the same as 2019/20. Representatives on outside bodies were therefore agreed as follows:

Barry YMCA

Councillor Hawkins
Councillor Payne

Barry Youth Council (when active)

Councillor Wilkinson (Town Mayor)
Councillor Payne (Representative)
Councillor Johnson (Substitute)

Gibbonsdown Children's Centre

Councillor Wilkinson (Town Mayor)
Councillor Clarke
Councillor Perkes

Society of Local Council Clerks - Larger Local Council Forum

Councillor Wilkinson (Town Mayor)

One Voice Wales

Councillor S Hodges (Representative)
Councillor Brooks (Representative)
Councillor Rowlands (Substitute)

One Voice Wales - Larger Local Councils Meeting

Councillor Hawkins

Public Services Board Workshops/Events

Councillor Lloyd-Selby (Representative)
Councillor S Hodges (Substitute)

Barry Sense of Place Board

Councillor S Hodges (Representative)
Councillor Payne (Substitute)

Town Centre Forum

Councillor Hooper (Representative)
Councillor Payne (Substitute)

Glamorgan Voluntary Service Network

Councillor Wilkinson (Town Mayor)

Vale of Glamorgan Biodiversity Partnership

Councillor N Hodges (Chair of Halls, Cemeteries & Community Facilities Committee)
Councillor Richardson (Vice-chairperson of Halls, Cemeteries & Community Facilities Committee)

Vale of Glamorgan Destination Management Partnership

Councillor N Hodges (Representative)

Vale of Glamorgan Community Liaison Committee

Councillor S Hodges (Representative)
Councillor Perkes (Substitute)

Vale of Glamorgan Project Board (Cemetery Approach)

Councillor N Hodges (Chair of Halls, Cemeteries & Community Facilities Committee)

RESOLVED:

1. That the above appointments be agreed
2. That letters are sent to each organisation to notify them of the Council's representatives and request that future notifications of meetings be forwarded to the relevant representative(s) and the Chief Officer.

779.

SCHEDULE OF TOWN MEETINGS FOR 2020/21

Members were requested to consider the schedule of Town Council meetings for 2019/20. The Chief Officer noted that in preparation of these, there were a number of clashes with Vale of Glamorgan Council meetings this year. Members suggested amendments and additions to the schedule of meetings.

RESOLVED:

1. That the Schedule of Town Council meetings for 2020/21 be amended to avoid those clashes noted with Vale of Glamorgan Council meetings.
2. That the amended Schedule of Town Council meetings for 2020/21 be circulated to all Members.

3. That the amended Schedule of Town Council meetings for 2020/21 be uploaded to the Town Council website for access by members of the public.

780.

TO REVIEW AND ADOPT THE COUNCIL'S SCHEME OF DELEGATION 2020 NOTING A REQUIRED DECISION ON DELEGATED EXPENDITURE TO THE CHIEF OFFICER (TOWN CLERK)

Members received the Council's Scheme of Delegation. The Chief Officer requested that the emergency expenditure outside of the agreed budget that she was able to authorise be increased from £3,000 to £5,000. She advised that this would take into account emergency planning requirements and enable swifter action.

RESOLVED:

1. That the emergency expenditure that could be authorised by the Chief Officer be increased from £3,000 to £5,000.
2. That the Council's Scheme of Delegation be noted and re-adopted.

781.

TO CONFIRM THE COUNCIL'S CHEQUE SIGNATORIES FOR 2020/21

Members were requested to determine the Council's cheque signatories for 2020/21.

Councillor Brooks
 Councillor Charles
 Councillor N Hodges
 Councillor Hooper
 Councillor Perkes

Plus either	Emily Forbes	-	Chief Officer
	Mark Sims	-	Deputy Chief Officer

RESOLVED: That the following are Council cheque signatories for 2019/20:-

Any two of

- Councillor Brooks**
- Councillor Charles**
- Councillor N Hodges**
- Councillor Hooper**
- Councillor Perkes**

Plus either	Emily Forbes	-	Chief Officer
or	Mark Sims	-	Deputy Chief Officer

782. **TO CONFIRM THE COUNCIL'S CHEQUE SIGNATORIES FOR**

Members were requested to determine the cheque signatories for the Mayor's Charity Account for 2020/21.

Councillor Wilkinson (Town Mayor)

Plus either or:- Emily Forbes (Chief Officer)
Mark Sims (Deputy Chief Officer)

RESOLVED: That the following are cheque signatories for the Mayor's Charity Account for the ensuing municipal year:-

Councillor Wilkinson (Town Mayor)

**Plus either Emily Forbes (Chief Officer)
or Mark Sims (Deputy Chief Officer)**

Councillor Payne joined the meeting.

783. **TO RE-ADOPT THE TOWN COUNCIL'S CIVIC PROTOCOL**

RESOLVED: That the Town Council's Civic Protocol be approved and re-adopted.

784. **TO RECEIVE AND APPROVE THE TOWN COUNCIL'S RISK REGISTER**

Members were provided with a report containing the Town Council's Risk Assessments Register. The Chief Officer noted that the key additions were risk assessments relating to Covid-19.

RESOLVED: That the Town Council's Risk Assessment Register be received and approved.

785. **TO RECEIVE INTERNAL AUDIT REPORTS 2019/20 (SECOND INTERIM) AND (FINAL REPORT)**

Members were advised that Auditing Solutions Ltd undertook their second visit for 2019/20 on 21 January 2020 providing their report prior to the March lockdown. They completed the internal audit work for 2019/20 remotely during June 2020 and 'signed off' the Annual Return that was presented to the Council's meeting on 29 July 2020.

A copy of the internal auditor's reports for 2019/20 (Second Interim) and (Final Report) was attached for consideration. The reports provide a summary of the work undertaken on the three visits and based on the work completed the internal auditor has concluded that the Council continues to maintain adequate and effective internal control arrangements.

RESOLVED:

1. That the internal audit reports 2019/20 (Second Interim) and (Final Report) be received and noted.
2. That Auditing Solutions Ltd be reappointed as internal auditor for 2020/21.

POLICIES

786. **TO REVIEW AND ADOPT THE TOWN COUNCIL'S STAFF HANDBOOK – NOTING UPDATED POLICIES WHICH HAVE BEEN AGREED BY FINANCE, POLICY & GENERAL PURPOSES COMMITTEE AND THE UNIONS THROUGHOUT THE YEAR**

Members were asked to consider the Town Council's Staff Handbook.

RESOLVED: That the Staff Handbook be noted and adopted.

STRATEGY

787. **TO REVIEW A REPORT ON THE COUNCIL'S COVID-19 FUTURE STRATEGY AND CONSIDER ITS APPROACH**

Members received a draft future strategy for dealing with the continuing and possibly worsening impact of Covid-19 /Coronavirus on the Council's operations and to plan for a local or further national lockdown.

Members felt that a staff presence should be maintained in the office. The Chief Officer advised that she would consult with staff members on how this could be done safely.

Members of the Planning Committee agreed that whilst it would be appropriate for some planning applications to be decided by the Planning Officer under the scheme of delegation, that any potentially contentious applications should still be subject to committee discussion.

Resolved: That recommendations for arrangements and actions to be put in place from 1 October 2020 to 1 January 2021 and to be monitored and reviewed on an ongoing basis.

788. **TO RECEIVE AND NOTE THE TOWN COUNCIL'S CURRENT CORPORATE PLAN 2017/22 AND TO RE-PRIORITISE OBJECTIVES PARTICULARLY RELATING TO THE IMPACT OF COVID-19/CORONAVIRUS. NOTING THAT OFFICERS RECOMMEND THAT THE COUNCIL FOCUSES ON A LIMITED**

NUMBER OF OUTCOMES FOR THE REMAINDER OF THE MUNICIPAL YEAR (TO MAY 2021)

The Chief Officer noted that the priority of Barry Town Council's work in recent months had been in supporting the well-being goals of 'A Resilient Barry' and 'A Sustainable Barry'. She suggested that the workstreams initiated by the Sustainable Barry Working Group remain the focus of the Council's work for the remainder of the municipal year.

Members agreed with this suggestion and highlighted the need for the public to be made aware of the work carried out by this Council to support the community.

Members requested that the discussion also cover agenda item 30 (TO RECEIVE AND NOTE THE TOWN COUNCIL'S CURRENT AGREED COMMUNITY ENGAGEMENT STRATEGY 2017/22 AND AGREE OFFICER'S RECOMMENDATION THAT A WORKSHOP IS HELD WITH COUNCILLORS TO UPDATE AND REFRESH ITS ACTION PLAN IN ORDER TO REALIGN PRIORITIES WITH THE COUNCIL'S ABILITY TO ENGAGE IN THE CURRENT CLIMATE).

Members agreed with this suggestion and highlighted the need for the public to be made aware of the work carried out by this Council to support the community.

Councillor Clarke requested that additional meetings of the Sustainable Barry Working Group be added to the schedule of meetings as there is a lot of work for this Group to take forward.

Councillor Payne noted that a shift away from physical events and engagement was required with more of a focus on digital inclusion.

RESOLVED:

- 1. That the work streams initiated by the Sustainable Barry Working Group remain the focus of this Council's work for the remainder of the 2020/21 municipal year and that the Chief Officer take these priorities to the Sustainable Barry Working Party for action areas to be considered**
- 2. That additional meetings of the Sustainable Barry Working Group be added to the Schedule of Meetings.**
- 3. That a workshop is held with Councillors to update and refresh its action plan in order to realign priorities with the Council's ability to engage in the current climate.**

789. **TO RECEIVE AND AGREE THE SCHEDULE OF PAYMENTS**

Members received the schedule of payments for September 2020 for approval consisting of BACS payments, direct debits and cheque number 002973 in the amount of £50,628.98.

RESOLVED:

- 1. That the information set out above relating to salary payments for August and September 2020 inclusive, which has been certified and authorised by the appropriate officers in accordance with the requirements of Standing Order19(c), be received and noted;**
- 2. That the attached schedule of payments for September 2020 comprising BACS payments direct debits and cheque number 002973 in the amount of £50,628.98 be approved, subject to the relevant papers being in order.**

790. **BUDGET MONITORING REPORT TO 31 AUGUST 2020**

Members received information about the Council's income and expenditure in the 2020/21 financial year as at the end of August 2020.

RESOLVED: That the budget monitoring report for August 2020, indicating actual income and expenditure up to the end of month five in the 2020/21 financial year be received, noting the projected overspend of £27,207 for 2020/21.

791. **TO RECEIVE AND NOTE A COVID-19 RECOVERY FUND REPORT**

Members received an overview of how successful the Covid-19 Recovery Fund has been and an update on what has been allocated and what funds were remaining.

Councillor S Hodges noted that she felt the Covid-19 Recovery Fund had been very successful and that grants had been delivered to businesses and organisations quickly.

Councillor Brooks echoed Councillor S Hodges' remark and added that she had pleased to see a broad range of businesses and organisations applying for the fund.

She noted that she felt it would be beneficial to publicise the assistance given to these businesses and organisations.

The Chief Officer suggested reallocating the £10,000 budget set aside for the Fireworks Fiesta to the main Covid-19 Recovery Grants pot. Members agreed with this proposal and noted the total unallocated money remaining in the Covid-19 Recovery Fund was at a balance of

£23,000 that should also be allocated to the main Covid-19 Recovery Grants pot. Council felt that £33,000 remaining in the Grants pot was sufficient for the following months and if this depleted quickly over the next few months then this would be reviewed at the meeting of Full Council in December 2020.

RESOLVED:

- 1. That £10,000 in the Covid-19 Recovery Fund is reallocated from the Fireworks Fiesta into Grants pot.**
- 2. That the unallocated balance of the Covid-19 Recovery Fund in the amount of £23,000 be allocated into the Grants pot.**
- 3. That the budget remaining in the Covid-19 Recovery Fund be reviewed at a meeting of Full Council in December 2020.**

792.

ANNUAL UPDATE REPORT ON CEMETERIES AND FACILITIES

Members were provided with an update on the Cemeteries and Facilities services and work programmes during 2019/20.

Councillor N Hodges noted that the report reflected how much work had been carried out at the cemetery during 2019/20.

Members thanked the Facilities and Cemeteries Manager and the Cemetery Team for their work.

Members noted that it would be useful for Full Council to have an annual report of the main work streams taking place across the Cemeteries and Facilities team.

RESOLVED: That the update on Cemeteries and Facilities be received and noted and a report is prepared on an annual basis.

793.

TO NOTE REPORTS FROM REPRESENTATIVES SERVING ON OUTSIDE BODIES ARE AVAILABLE FOR INSPECTION IN THE LEVER ARCH FILE KEPT IN THE MAIN OFFICE

RESOLVED: That reports from representatives serving on Outside Bodies are available for inspection.

794.

ANNUAL STAFF AND COUNCILLOR TRAINING REPORT

Members received a report detailing the training taken between March 2019 and September 2020.

RESOLVED: That the report be received and noted.

795. **DATE OF NEXT MEETING**

RESOLVED: That the next meeting of Full Council will be held on Tuesday, 8 December 2020 at 7 pm.

796. **EXCLUSION OF THE PRESS & PUBLIC**

RESOLVED that in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting.

797. **TO RECEIVE AND NOTE THE MINUTES OF THE MEMORIAL HALL & THEATRE WORKING PARTY HELD ON 9 SEPTEMBER 2020 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

Members discussed the proposals brought forward by the Memorial Hall & Theatre at the meeting, for the provision of the venue's possible programme. Members felt that a more creative approach to providing services was required and that the terms of the funding agreement were not currently being delivered.

Members requested that a meeting with all the Memorial Hall & Theatre's trustees present be arranged in order to discuss these concerns and put in place a way forward.

RESOLVED:

1. That the minutes of the meeting of the Memorial Hall & Theatre Working Party held on 9 September 2020 be received and noted.
2. That the Chief Officer write to the Trustees of the Memorial Hall & Theatre's to request a meeting.

798. **TO RECEIVE CORRESPONDENCE FROM J.D. WETHERSPOON**

RESOLVED: That the correspondence from J.D. Wetherspoon be received and noted.

799. **PUBLIC SERVICES OMBUDSMAN SUMMARY REPORT**

RESOLVED: That the Public Services Ombudsman Summary Report be received and noted.

The meeting closed at 7.28 pm.

Signed

Dated
(Town Mayor)