

Minutes of the Annual Meeting of the Town Council held on Wednesday 22nd May 2018 at Bruton Community Hall

Present: Councillors Anderton, Karen Baker, Brownlow, Crawford, Hall, Hood, Jones, Marsh, Robinson and Sida

In Attendance: The Clerk

In the Chair: Councillor Hall

18/001 Election of Chairman for the year 2018/19

Councillor Hall was nominated and seconded for the office of Chairman for the year 2018/19. There were no other nominations. It was therefore resolved that Councillor Hall be elected as Chairman/Town Mayor.

10-0-0

18/002 Election of Vice-Chairman for the year 2018/19

Councillor Robinson was nominated and seconded for the office of Vice-Chairman for the year 2018/19. There were no other nominations. It was therefore resolved that Councillor Robinson be elected as Vice-Chairman/Deputy Town Mayor.

10-0-0

18/003 Minutes of the Meeting held on 24th April 2018

It was resolved that the minutes of the meeting held on 24/04/18 be approved as a correct and accurate record.

10-0-0

18/004 Declarations of Interests

Councillor Robinson declared a Disclosable Pecuniary Interest for item 13 – subscription to SALC.

18/005 Apologies for Absence.

Apologies were received from Councillors Abi Baker, Haselgrove and Pickering.

18/006 Town Council Meeting Dates & Committees for 2018/19 – Annex A

Council unanimously resolved that ordinary meetings of the full council continue to be held on the last Tuesday of the month, with no meeting to be scheduled for December. Members considered the current committee structures and composition and unanimously agreed the amendments to Annex A (attached). It was further agreed that each committee should appoint its chairman when it next meets.

10-0-0

18/007 Representatives on Outside Bodies –Annex B

Councillors unanimously agreed that the members detailed in Annex B (attached) would serve as representatives.

10-0-0

18/008 Review Committee Terms of Reference

The Terms of Reference will be reviewed at the next Finance & Services Committee Meeting.

18/009 Bank Mandate

The following resolutions were agreed:

- (i) Bank accounts continue with HSBC Bank plc (the Bank) and the Bank is authorised to:
 - a. pay all cheques and other instructions of payment signed on behalf of the Council by any two of those listed overleaf together with the Town Clerk/Proper officer (the signatory), whether any account of the Council is in debit or credit;
 - b. deliver any item held on behalf of the Council by the Bank in safe keeping against the written receipt or instructions of the Town Clerk/Proper Officer, and
 - c. accept the Town Clerk /Proper Officer as fully empowered to act on behalf of the Council in any other transaction with the Bank.
 - d. accept the Town Clerk/Proper Officer as fully empowered on behalf of the Council to enter into at any time(s) and agreement(s) for or relating to electronic and/or telephone banking services of any kind whatsoever ("Services"), and to delegate (including the power to sub delegate) the operation of the Services as set out in the terms and conditions governing the Services and the Council acknowledges that the Bank shall be entitled to act upon all instructions received in respect of the Services until notified otherwise in writing by the Council.
- (ii) That the Council agrees that any debt incurred to the Bank under this authority shall in the absence of written agreement with the Bank to the contrary be repayable on demand.
- (iii) That the Town Clerk/Proper Officer is authorised to supply the Bank as and when necessary with lists of persons authorised to sign, give receipts and act on behalf of the Council, and that the bank may rely upon such lists.
- (iv) That these resolutions be communicated to the Bank and remain in force until change by a resolution of Council and a copy, certified by the Chairman (Chief Executive) and the Proper Officer, is received by the bank.

10-0-0

18/010 Review of Standing Orders and Financial Regulations

The Standing Orders will be reviewed at the next meeting of the Finance & General Purposes Committee. It was resolved that the Financial Regulations be adopted.

10-0-0

18/011 Review of Register of Property

The register was reviewed and agreed.

10-0-0

18/012 Insurance

It was unanimously agreed that this item be deferred until the next full Council meeting on 29th May 2018.

18/013 Review of subscriptions to other bodies

It was agreed to defer this item until the full Council meeting at the end of June 2018.

Members of the Council considered these matters in the exercise of their functions: Equal opportunities (race, gender, sexual orientation, marital status and any disability): Crime and Disorder, Health and Safety and Human Rights.