

Taunton Charter Trustees

Wednesday, 7th August, 2019,
6.00 pm

The John Meikle Room - The Deane House



Members: Francesca Smith (Mayor), Sue Lees (Deputy Mayor),
Lee Baker, Chris Booth, Simon Coles, Caroline Ellis,
Marcia Hill, Richard Lees, Libby Lisgo, Martin Peters,
Hazel Prior-Sankey, Federica Smith-Roberts,
Alan Wedderkopp, Danny Wedderkopp and Brenda Weston

Agenda

1. Apologies

To receive any apologies for absence.

2. Minutes of the previous meeting of the Taunton Charter Trustees

To approve the minutes of the previous meeting of the Charter Trustees of Taunton held on 4th June 2019.

(Pages 5 - 18)

3. Declarations of Interest

To receive and note any declarations of disclosable pecuniary or prejudicial or personal interests in respect of any matters included on the agenda for consideration at this meeting.

(The personal interests of Councillors and Clerks of Somerset County Council, Town or Parish Councils and other Local Authorities will automatically be recorded in the minutes.)

4. Public Participation

To receive any questions or statements from residents of Taunton in accordance with Standing Order 30.

5. Petitions

To receive any petitions from residents of Taunton containing over 200 signatures in accordance with Standing Order 30.

6. Deputations

To receive any deputations from residents of Taunton in accordance with Standing Order 30.

7. Communications

The Mayor to report any communications which have been recently received.

8. Motions to the Charter Trustees

To consider motions in the order in which notice has been received.

9. Budget for the Charter Trustees of Taunton for 2019/20

(Pages 19 - 22)

To approve a Budget for the Charter Trustees of Taunton for the rest of 2019/20.

10. Confirmation of Special Responsibility Allowance for Mayor and Deputy Mayor for 2019/2020

Following the recommendation of the Joint Independent Remuneration Panel (JIRP) and the Shadow Council, to approve the Special Responsibility Allowance for the Mayor of Taunton and the Deputy Mayor.

11. Civic Protocol

(Pages 23 - 26)

To approve the draft Civic Protocol detailing the relationship between the Chair of Somerset West and Taunton Council and the Mayor of Taunton.

12. Functions and Responsibilities of the Charter Trustees

(Pages 27 - 28)

To approve an updated Functions and Responsibilities document.

13. Community Governance Review

(Pages 29 - 96)

To provide an update to the Charter Trustees of Taunton on the process and expected timeline of a Community Governance Review.

14. Appointment of Representative to Association of Charter Trustee Towns and Charter Town Councils

For the Taunton Charter Trustees to appoint one of their number to be their Representative to the Association of Charter Trustee Towns and Charter Town Councils, whose AGM is on Thursday 26th September 2019.

A handwritten signature in black ink, appearing to read "James Hasset". The signature is written in a cursive, flowing style with a prominent loop at the end.

**JAMES HASSETT
CHIEF EXECUTIVE**

Please note that this meeting will be recorded. At the start of the meeting the Chair will confirm if all or part of the meeting is being recorded. You should be aware that the Council is a Data Controller under the Data Protection Act 2018. Data collected during the recording will be retained in accordance with the Council's policy. Therefore unless you are advised otherwise, by entering the Council Chamber and speaking during Public Participation you are consenting to being recorded and to the possible use of the sound recording for access via the website or for training purposes. If you have any queries regarding this please contact the officer as detailed above.

Members of the public are welcome to attend the meeting and listen to the discussions. There is time set aside at the beginning of most meetings to allow the public to ask questions. Speaking under "Public Question Time" is limited to 3 minutes per person in an overall period of 15 minutes. The Committee Administrator will keep a close watch on the time and the Chair will be responsible for ensuring the time permitted does not overrun. The speaker will be allowed to address the Committee once only and will not be allowed to participate further in any debate. Except at meetings of Full Council, where public participation will be restricted to Public Question Time only, if a member of the public wishes to address the Committee on any matter appearing on the agenda, the Chair will normally permit this to occur when that item is reached and before the Councillors begin to debate the item.

If an item on the agenda is contentious, with a large number of people attending the meeting, a representative should be nominated to present the views of a group. These arrangements do not apply to exempt (confidential) items on the agenda where any members of the press or public present will be asked to leave the Committee Room. Full Council, Executive, and Committee agendas, reports and minutes are available on our website: www.somersetwestandtaunton.gov.uk

The meeting room, including the Council Chamber at The Deane House are on the first floor and are fully accessible. Lift access to The John Meikle Room, is available from the main ground floor entrance at The Deane House. The Council Chamber at West Somerset House is on the ground floor and is fully accessible via a public entrance door. Toilet facilities, with wheelchair access, are available across both locations. An induction loop operates at both The Deane House and West Somerset House to enhance sound for anyone wearing a hearing aid or using a transmitter. For further information about the meeting, please contact the Governance and Democracy Team via email: governance@somersetwestandtaunton.gov.uk

If you would like an agenda, a report or the minutes of a meeting translated into another language or into Braille, large print, audio tape or CD, please email: governance@somersetwestandtaunton.gov.uk