

Taunton Charter Trustees

Thursday, 23rd January, 2020,
6.00 pm

The John Meikle Room - The Deane House



Members: Francesca Smith (Chair), Sue Lees (Vice-Chair), Lee Baker, Chris Booth, Simon Coles, Caroline Ellis, Marcia Hill, Richard Lees, Libby Lisgo, Derek Perry, 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 Committee.

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

The Chair to advise the Committee of any items on which members of the public have requested to speak and advise those members of the public present of the details of the Council's public participation scheme.

For those members of the public who have submitted any questions or statements, please note, a three minute time limit applies to each speaker and you will be asked to speak before Councillors debate the issue.

(Pages 7 - 16)

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. Motions to the Charter Trustees

8. Communications

To receive such communications as the Mayor may desire to lay before the Charter Trustees.

9. To receive and consider reports, minutes and recommendations of the Standing Committee.

To receive and consider reports, minutes and recommendations of the Standing Committee (if any).

(Pages 17 - 26)

10. To answer questions under Standing Order 8

A Charter Trustee may ask the Mayor any question upon an item which is under consideration by the Charter Trustees.

Every question shall be put and answered without discussion. The person to whom a question has been put may decline to answer but shall give an explanation for declining to do so.

An answer may take the form of:-

1. A direct oral answer; or
2. Where the desired information is contained in a publication of the Charter Trustees, a reference to that publication; or
3. Where reply to the question cannot conveniently be given orally, a written answer circulated to Charter Trustees.

11. Taunton Charter Trustees Budget 2020/2021

To approve a Budget for the Taunton Charter Trustees for the 2020/21 financial year.

(Pages 27 - 34)

12. Mayor Making for 2020/21

(Pages 35 - 40)

Following the meeting of the Charter Trustees on 7th August 2019, where the presumption was supported that the person taking up the Mayor of Taunton role was presumed to serve in the role for two consecutive years, an overview of the selection process over the next few months leading up to the Annual General Meeting will be given.

13. Appointment of External Auditors

(Pages 41 - 44)

The Charter Trustees are advised that all smaller authorities, those with an income/expenditure under £6.5 million, require an external auditor to be appointed to undertake a 'limited assurance review' at the conclusion of the financial year and in case an objection is received from a local elector. Smaller authorities mainly comprise of Town and Parish Councils although Charter Trustees are also included within the definition of a smaller authority.

The Smaller Authorities' Audit Appointments (SAAA) was formally appointed in January 2016 by the Minister for Local Government as "a person specified to appoint local auditors". It is proposed that the Charter Trustees use this central procurement and appointment regime. If newly created authorities opted out of this regime they would be required to procure and appoint their own external auditors.

We received statutory correspondence on 21st November 2019 providing details of the formation of SAAA and specification by MHCLG, the procurement of auditors and the central appointments regime for smaller authorities (with an option for the authority to opt-out, procure and appoint its own external auditor).

All Charter Trustees were forwarded the email correspondence for comment and no objections were raised.

We thus received confirmation by email a formal 'notification of auditor appointment' letter setting out our inclusion in the central appointments regime on 18th December 2019. The fee will likely be £200 based on indicated expenditures.

A handwritten signature in cursive script, appearing to read 'Janell Bass', is located in the bottom left corner of the page.

**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