

Taunton Charter Trustees

Thursday, 27th August, 2020,
6.00 pm



Somerset West
and Taunton

[SWT VIRTUAL MEETING WEBCAST LINK](#)

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 meetings of the Committee held on 29th April and 9th June 2020.

(Pages 5 - 16)

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.

Temporary measures during the Coronavirus Pandemic

Due to the Government guidance on measures to reduce the transmission of coronavirus (COVID-19), we will holding meetings in a virtual manner which will be live webcast on our website. Members of the public will still be able to register to speak and ask questions, which will then be read out by the Governance and Democracy Case Manager during Public Question Time and will either be answered by the Chair of the Committee, or the relevant Portfolio Holder, or be followed up with a written response.

5. Petitions

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

6. Motions to the Charter Trustees

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

7. Communications

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

8. 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.

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

10. Annual Governance Statement 2019/20

This item is to approve the Annual Governance Statement for submission to the Charter Trustee's external Auditors, PKF Littlejohn LLP.

11. Accounting Statements 2019/2020

(Pages 17 - 18)

(Pages 19 - 28)

This item is to approve the Draft Accounting Statements 2019/2020 for submission to the Charter Trustee's external Auditors, PKF Littlejohn LLP.

12. For Information - Research into the effect of any potential Government Unitary Orders on the Unparished Area of Taunton

This item has been requested by the Mayor to discuss the implications and potential effect on the Unparished Area of Taunton and subsequently the Charter Trustees for Taunton of any unitary order made by central Government and any preparations needing to be made in advance of said Order.

A handwritten signature in cursive script, appearing to read 'James Hasset', is positioned above the printed name and title.

**JAMES HASSETT
CHIEF EXECUTIVE**

Please note that this meeting will be 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 taking part in the Council Meeting 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.

Following Government guidance on measures to reduce the transmission of coronavirus (COVID-19), we will be live webcasting our committee meetings and you are welcome to view and listen to the discussion. The link to each webcast will be available on the meeting webpage, but you can also access them on the [Somerset West and Taunton webcasting](#) website.

If you would like to ask a question or speak at a meeting, you will need to submit your request to a member of the Governance Team in advance of the meeting. You can request to speak at a Council meeting by emailing your full name, the agenda item and your question to the Governance Team using governance@somersetwestandtaunton.gov.uk

Any requests need to be received by 4pm on the day that provides 2 clear working days before the meeting (excluding the day of the meeting itself). For example, if the meeting is due to take place on a Tuesday, requests need to be received by 4pm on the Thursday prior to the meeting.

The Governance and Democracy Case Manager will take the details of your question or speech and will distribute them to the Committee prior to the meeting. The Chair will then invite you to speak at the beginning of the meeting under the agenda item Public Question Time, but speaking is limited to three minutes per person in an overall period of 15 minutes and you can only speak to the Committee once. If there are a group of people attending to speak about a particular item then a representative should be chosen to speak on behalf of the group.

Please see below for Temporary Measures during Coronavirus Pandemic and the changes we are making to public participation:-

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Full Council, Executive, and Committee agendas, reports and minutes are available on our website: www.somersetwestandtaunton.gov.uk

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