

Taunton Charter Trustees

Thursday, 16th March, 2023,
6.00 pm

The John Meikle Room - The Deane House



Members: Sue Lees (Chair), Brenda Weston (Vice-Chair), Lee Baker, Chris Booth, Simon Coles, Tom Deakin, Caroline Ellis, Marcia Hill, Richard Lees, Libby Lisgo, Derek Perry, Martin Peters, Hazel Prior-Sankey, Francesca Smith and Federica Smith-Roberts

Agenda

1. Apologies

To receive any apologies for absence.

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

To approve the minutes of the previous meetings of the Charter Trustees held on 21st June 2022 and 19th July 2022.

(Pages 7 - 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 Trustees 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 Trustees 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.

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

7. Communications and overview of recent Civic Activities

8. To answer questions under Standing Order 8

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

B 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.

C 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)

(Pages 17 - 20)

10. Community Governance Review for Taunton Update / Formation of the Shadow Town Council

(Pages 21 - 26)

The Charter Trustees were informed by the County and District Council's of the outcome of the Community Governance Review for Taunton on 21st October 2022 and were sent a copy of the Re-Organisation Order and the Decision Notice. The effect of the Order and its parishing of Taunton means that the Charter Trustees will cease to exist on 31st March 2023.

Since October a Shadow body (Taunton Shadow Town

Council) has been meeting on a regular (monthly) basis. This was set up as per the terms of the order to deal with transitional matters and all Charter Trustees are Shadow Town Councillors, and on 1st April 2023, Temporary appointees of Taunton Town Council until the election of new members takes place, which will be on 4th May 2023.

Officers will provide an update on the work of the Taunton Town Council Programme Board with a particular emphasis on workstream activity related to the closedown of the Charter Trustees.

The Charter Trustees are requested to note the update and provide any comments.

11. Final External Auditor Report for 2021-2022

(Pages 27 - 40)

The Charter Trustees must consider the report and consider what, if any, action is required.

Included are;

- One document containing the completion letter, a Notice of Conclusion of Audit template and the fee invoice;
- A pdf of Sections 1 & 2 of the Annual Governance & Accountability Return (AGAR) on which the report is based;
- A pdf of Section 3 of the AGAR which included the 'interim' report already issued to the Charter Trustees; and
- A pdf of the Final External Auditor Report and Certificate.

12. Budget Monitoring 2022/23

(Pages 41 - 54)

To give an update on the in-year spend of the Taunton Charter Trustees.

13. Any items which the Mayor considers to be urgent business

14. Councillor Sue Lees - A Councillor to propose and a Councillor to second:-

"That the best thanks of the Charter Trustees be accorded to Councillor Sue Lees for the manner in which she has discharged the duties of the office of Mayor of the Town during her two terms of office".

Councillor Sue Lees will reply.

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