

Minutes of the Annual Town Council meeting of  
BRADFORD ON AVON TOWN COUNCIL held at St. Margaret's Hall, Bradford on Avon  
on Tuesday 8<sup>th</sup> May 2018 at 7.00p.m.

Attendance – Town Council

Cllr L Brown  
Cllr E Franklin  
Cllr D Garwood (Vice-Chairman)  
Cllr A Kay (Chairman)  
Cllr M Lomax  
Cllr J Lynch  
Cllr S McNeill-Richie  
Cllr D Newton (Leader of the Council)  
Cllr J Parker  
Cllr S Plummer\*  
Cllr M Roberts  
Cllr D Taylor  
Mrs S Bartlett (Town Clerk)  
\*left at 8.30p.m.

Members of the Public – 6 members of the public

1. Election of Council Chairman and Town Mayor

Nominations for the position of Chairman and Town Mayor were received. Cllr McNeill-Richie proposed Cllr Kay, Cllr Plummer nominated Cllr Brown and with 9 votes for Cllr Kay and 3 votes for Cllr Brown it was **RESOLVED**: That Cllr Alex Kay be elected as Chairman and Town Mayor for the ensuing municipal year. Cllr Garwood (Out-going Mayor and Chairman) handed the chain of office to Cllr Alex Kay.

2. Chairman's Declaration of Acceptance of Office

The Chairman signed her Declaration of Acceptance of Office in the meeting and this was witnessed by the Clerk.

3. Election of Vice Chairman and Deputy Town Mayor

The Chairman asked for nominations for the position of Vice Chairman and Deputy Town Mayor. Cllr Franklin proposed Cllr Garwood, Cllr Lynch nominated Cllr Brown and with no further nominations and with 8 votes for Cllr Garwood and 4 votes for Cllr Brown, it was **RESOLVED**: That Cllr David Garwood be Vice-Chairman and Deputy Mayor for the year 2018-19.

4. Leader of the Council

A discussion ensued as to whether the Town Council wanted a Leader of the Council resulting in a vote with 7 in favour, 3 against and 2 abstentions.

A nomination was received for the Leader of the Council, Cllr Garwood proposed Cllr Newton and with no further nominations it was **RESOLVED**: That Cllr Dom Newton be Leader of the Council for the forthcoming year.

5. Declarations of interest – none

6. Minutes

(i) Minutes from the meeting held on the 6<sup>th</sup> March 2018. It was proposed by Cllr Brown seconded by Cllr Newton and with all in favour it was **RESOLVED**: That the minutes from the meeting held on the 6<sup>th</sup> March be accepted as a true record.

(ii) Minutes from the 24<sup>th</sup> April 2018. After a small amendment was made it was proposed by Cllr. Brown seconded by Cllr Garwood and with all in favour it was **RESOLVED**: That the minutes from the meeting held on the 24<sup>th</sup> April 2018 be accepted as a true record.

7. Matters arising - none

## 8. Selection of Committees and Delegation of Powers

Cllr Newton tabled a proposed new committee structure for the council and explained this in detail.

(i) After lengthy discussions, Cllr Newton proposed that Resources & General Purposes be merged with Personnel and be known as the Resources Committee, Cllr Garwood seconded and with all in favour it was **RESOLVED**: To merge Resources & General Purposes with Personnel to be known as Resources Committee.

(ii) Cllr Newton proposed that Business & Tourism and Town Management and Development committee be merged together to form Town Development Committee, seconded by Cllr Franklin and with 9 in favour, 1 against and 1 abstention, it was **RESOLVED**: To merge Business & Tourism with Town Management and Development Committee together to form Town Development Committee.

(iii) Cllr Newton proposed that Planning & Environment Committee become Environment & Planning Committee, seconded by Cllr Parker and with all in favour it was **RESOLVED**: That this committee now be known as Environment & Planning Committee.

(iv) The nominations for Councillors membership on the committees were agreed. This list was attached to the minutes. Decisions were also made on individual for the Committees:

**Environment & Planning Committee** – Cllr Newton proposed Cllr Alex Kay as Chairman, seconded by Cllr Parker and with all in favour it was **RESOLVED**: That Cllr Alex Kay be Chairman of the Environment and Planning Committee.

**Community & Recreation Committee** – Cllr Garwood proposed Cllr Dan Taylor as Chairman, seconded by Cllr Parker, Cllr Brown proposed Cllr Lynch seconded by Cllr Roberts with Cllr Taylor having 7 votes and Cllr Lynch 5 it was **RESOLVED**: That Cllr Dan Taylor be Chairman of the Community & Recreation Committee.

**Town Development Committee** – Cllr Plummer proposed Cllr Roberts but did not receive a seconder. Cllr Lynch proposed Cllr Simon McNeill-Ritchie as Chairman of the Town Development Committee, seconded by Cllr Franklin and with 9 in favour it was **RESOLVED**: That Cllr Simon McNeill-Ritchie be Chairman of the Town Development Committee.

**Resources Committee** – Cllr Dom Newton was appointed Chairman of the Resources Committee as Leader of the Council to comply with Standing Orders.

**Highways & Transport Committee** – Cllr Garwood proposed Cllr Dom Newton as Chairman of Highways & Transport Committee, seconded by Cllr Franklin and with 7 in favour and 2 abstentions it was **RESOLVED**: That Cllr Newton be Chairman of the Highways and Transport Committee.

## 9. Standing Orders and Financial Regulations

Draft Standing orders were discussed in detail and changes explained by Cllr Newton. It was proposed by Cllr Newton seconded by Cllr Garwood and with 8 in favour and 4 against it was **RESOLVED**: To adopt these Standing Orders as attached to these minutes.

## 10. Representation on outside bodies

To nominate Town Councillor representation on Wiltshire Council's Area Board Working Groups, including CATG (Community Area Transport Group), Health and Wellbeing and Local Youth Network. After some discussion, it was decided that Cllr Jennie Parker be the representative on the Health and Wellbeing Working Group. Other representatives to be appointed at the relevant committees.

## 11. General Power of Competence

The Council noted that 100% of members were elected and that the Clerk had passed the CILCA qualification in section 7 General Power of Competence and it was proposed by the Chairman seconded by Cllr Newton and with all in favour **RESOLVED** that the Town Council was eligible to use the General Power of Competence this forthcoming year. Cllr Brown queried with the Clerk how to this power could be used with the Quality Council status.

## 12. Future of the T.I.C.

Cllr McNeill-Ritchie reported that together with the Town Clerk he had met the landlords and requested a change to the current lease. He said that we were waiting to hear in writing from them whether this change had been accepted.

Chairman advised that the Town Gathering would be held in St. Margaret's Hall on the 17<sup>th</sup> May 2018 at 6pm. Following the meeting entertainment would be provided.

The meeting closed at 8.35p.m.

Appendix 1

Members of the Public who spoke at the Annual Council meeting on the 8<sup>th</sup> May 2018

No members of the public spoke.