

Minutes of Brackley Town Council, held on **Monday 6 July 2020** via Zoom, meeting ID 547 754 4440.

Present: Cllrs Bagot-Webb, Baker, Barrie, Butler, Cartmell, Kew, Ross, Sharps, Stimpson, Thompson, Tiller, Waldron, E Wiltshire and P Wiltshire.

Officers: Town Clerk (A Moses) and Deputy Town Clerk (K Hale)

44/20 Apologies for absence

None

45/20 Election of Town Mayor

Councillor Baker thanked the Town Mayor for his leadership during the past year and ended with the proposition.

'That a hearty vote of thanks be accorded to Councillor Anthony Bagot-Webb for the able and efficient manner in which he performed the duties of Town Mayor for the past year'

On the proposition of Councillor Waldron, it was **RESOLVED:**

That Councillor Christopher Cartmell be elected Town Mayor of Brackley for the ensuing year.

The Town Mayor put the proposition to the Council and declared that he was elected.

The Town Mayor rose and stated his Declaration of Acceptance of Office in the following terms:

'I Cllr Christopher Cartmell, having been elected to the office of Town Mayor of the Town of Brackley hereby declare that I take this said office upon myself, and will duly and faithfully fulfil the duties thereof according to the best of my judgement and ability.

I undertake to observe the Town Council's adopted Code of Conduct on the performance of my functions in that office'

The Town Clerk declared that the Town Mayor had signed the Declaration of Acceptance of Office.

The Town Mayor then delivered his Mayoral address.

46/20 Presentation of the Past Mayor Medal

Councillor Anthony Bagot-Webb was presented the past Mayor's Jewel.

APPROVED

47/20 Election of Deputy Mayor

On the proposition of the Town Mayor, it was **RESOLVED**:

That Councillor Donald Thompson be elected Deputy Town Mayor for Brackley.

The Town Mayor ascertained the voting and declared that Councillor Donald Thompson was elected Deputy Town Mayor for the ensuing year.

The Town Clerk declared that the Deputy Town Mayor had signed the Declaration of Acceptance of Office.

48/20 To Appoint a Town Mayor's Consort

The Town Mayor appointed Mrs Jane Cartmell to be his Mayoress for the ensuing year. Mrs Cartmell received the chain of office.

49/20 To Appoint the Deputy Town Mayor's Consort

The Deputy Town Mayor appointed Mrs Renee Thompson to be his Deputy Mayor's Mayoress for the ensuing year. Mrs Thompson received the chain of office.

50/20 To record a vote of thanks to all employees

On the proposition of Councillor E Wiltshire, it was **RESOLVED** to:

Record a vote of thanks to all Employees of the Council

51/20 To fix the dates and time of meetings for the year

On the proposition of Councillor Tiller, it was **RESOLVED**:

That the dates and times on which the Meetings of the Council and its Committees will be held during the ensuing year to be as in the list circulated unless varied by due notice.

52/20 Public participation

None

53/20 Declarations of interest

None

54/20 Approval of minutes

On the proposition of Cllr P Wiltshire, it was **RESOLVED** to:

receive and approve the minutes of the Meeting of Council on Monday 1 June 2020.

55/20 Committee minutes

On the proposition of Cllr P Wiltshire, it was **RESOLVED** to:
receive the following signed Committee minutes:

Planning & General Works 16 March 2020
Direct Responsibilities & General Purposes 16 March 2020
Finance & Policy 16 March 2020

Councillor Ross Left the meeting at 19.36

56/20 Questions for chairmen relating to received minutes

None

57/20 County Council representative

Cllr Baker gave Councillors an update.

Councillor Ross re-joined the meeting at 19:41 following internet issues.

58/20 District Council representative

Report attached.

59/20 Review of Standing Orders

On the proposition of Cllr Stimpson it was **RESOLVED** to:
Approve and adopt the Standing Orders.

60/20 Review of Financial Regulations

On the proposition of Cllr Waldron it was **RESOLVED** to:
Approve and adopt the Financial Regulations with the changes highlighted.

61/20 Review of Terms of Reference and Scheme of Delegation for Standing Committees – (attached – no changes)

On the proposition of Cllr E Wiltshire, it was **RESOLVED** to:
Approve and adopt the Terms of Reference and Scheme of Delegation with no changes.

62/20 To Review the Councillor's Code of Conduct – (attached – no changes)

A draft Councillor's Code of Conduct is currently in consultation; the current Code of Conduct should be adopted until the consultation is complete the new document is released.

On the proposition of Cllr Sharps, it was **RESOLVED** to:

Approve and adopt the Councillor's Code of Conduct with no changes.

APPROVED

63/20 To Review Arrangements with other local authorities, not-for-profit bodies and businesses

On the proposition of the Town Mayor, it was **RESOLVED** to:

Confirm the membership to the following groups:

Organisation	Current Council member 2019/2020	Council Member 2020/2021
Feoffee	Mayor Cllr Bagot-Webb, Cllrs Cartmell & Sharps	Mayor Cllr Cartmell, Cllrs Bagot-Webb & Sharps
Sir Thomas Crewe Almshouses	Mayor Cllr Bagot-Webb, Cllr Waldron	Cllr Bagot-Webb & Cllr Waldron
Brackley Odour Liaison Group	Cllr Cartmell and Cllr E Wiltshire	Mayor Cllr Cartmell & Cllr E Wiltshire
Brackley European Association	Cllr Cartmell and Cllr Thompson (President Mayor Cllr Bagot-Webb)	Mayor Cllr Cartmell & Cllr Thompson & Cllr Bagot-Webb
Food Bank	Cllr Barrie	Cllr Barrie
Brackley Youth Engagement	Cllr Sharps	Cllr Sharps

64/20 The following policies/procedures to be reviewed by Finance & Policy Committee

On the proposition of Cllr Stimpson it was **RESOLVED** that:

The following policies will be reviewed by Finance & Policy Committee

- Data Protection
- Social Media
- Councils subscription to other bodies
- GDPR
- Dealing with Press/Media

65/20 The following policies/procedures to be reviewed by Staffing Committee

On the proposition of Cllr Baker, it was **RESOLVED** that:

The employment policies will be reviewed by Staffing Committee

66/20 Clerks Appraisal

Members noted that the Clerks Appraisal for 2019/20 has been completed.

67/20 Forward plan for the Council Office during Covid-19

Members noted the attached staff bulletin and press release outlining the next phase of the Covid-19 recovery for the Council Office.

68/20 Venue use during Covid-19

Members noted the content of the report.

Agenda Item 58/20**Report from Peter Rawlinson, Councillor for Brackley East, South Northamptonshire Council**

Congratulations on your election and installation as Mayor of Brackley this evening.

Last week, SNC paid out over 100 grants, totalling £770k, to smaller businesses in the area under the Discretionary Grant Scheme. This was designed to support businesses who had been ineligible for previous rounds of Government funding.

As we move to some semblance of normality or a new normality business as usual is beginning to return to SNC and things that had been left mid-air, as effort was concentrated on supporting the pandemic mitigation measures, are now being dusted off and beginning again.

Following the establishment of the West Northamptonshire Shadow Council, a number of task and finish groups have been established and are working on developing plans for the new Council from 1st April next year. They will report their finding back to the Shadow Executive and approval will be sought from the entire Shadow Council as and when appropriate. Work is also underway in the recruiting the various statutory officers for the Council, that need to be in place by the end of this year.

One such item I would like to draw your attention to, is the Grants Funding Programme that is starting up again.

The first deadline for applications is the end of this month and the Community Funding Panel will meet on 24th August. There will be a further 3 rounds of applications prior to the Council becoming part of the West Northamptonshire Unitary Council on 1st April 2021.

Panel:	Dates:	Time:
1	Applications Deadline 1: Friday 31 July 2020	09:00
1	Panel Meeting 1: Monday 24 August 2020	14:30
2	Applications Deadline 2: Friday 25 September 2020	09:00
2	Panel Meeting 2: Monday 19 October 2020	14:30
3	Applications Deadline 3: Friday 20 November 2020	09:00
3	Panel Meeting 3: Monday 14 December 2020	14:30
4	Application Deadline 4: Friday 8 January 2021	09:00
4	Panel Meeting 4: Monday 15 February 2021	14:30

69/20 Open Spaces for Fitness during Covid-19

On the proposition of Cllr P Wiltshire, it was **RESOLVED** to:

permit limited fitness classes on BTC open spaces and for this to be offered at a rate of £10 per hour. Copies of all insurances and risk assessments to be obtained before confirmation of the booking.

70/20 Skate park update

On the proposition of Cllr Barrie, it was **RESOLVED** to:

agree that the skate park project is put on hold until funding is secured and to agree that a revised press release is issued via Town Talk, website and social media.

71/20 Matters for discussion

As previously agreed we will maintain the members of our sub-committees and election of Chairs and Vice-Chairs will be at the first meeting.

Meeting closed at 20:16

Signed:

APPROVED

Dated:

3-8-2020