

EXMOUTH TOWN COUNCIL

MINUTES OF THE ANNUAL MEETING OF EXMOUTH TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL, EXMOUTH ON MONDAY 18TH MAY 2015 AT 7.00 P.M.

PRESENT: Councillors: B Nash (Mayor)
M Chapman (Deputy Mayor)
B Bailey F Caygill
D Chapman B Cole
T Darville P Dean
T Dumper L Elson
S Gazzard E Gibbons
C Gough P Graham
A Greenhalgh R Masding
C Nicholas P Stott
B Taylor B Toye
J Trail M Williamson

APOLOGIES: Councillors J Humphreys, T Hill & R Scott

GUESTS: Reverend James Hutchings & the Town Crier of Exmouth, Roger Bourgein.

The Town Crier, Roger Bourgein, asked the room to be upstanding and the current Mayor and Deputy Mayor were led into the room and to their seats.

The Mayor welcomed fellow Councillors, invited guests, family and members of the public to the meeting.

C15/042. ELECTION OF MAYOR/CHAIRMAN

Nomination for Mayor/Chairman; Councillor Maddy Chapman who was duly elected as Town Mayor and Chairman of the Town Council for the ensuing year.

RESOLVED that Councillor Maddy Chapman be elected Mayor and Chairman of Exmouth Town Council.

C15/043. PASSING OF THE CHAIN OF OFFICE

Councillor Bill Nash passed the Chain of Office to Councillor Maddy Chapman and a round of applause followed.

Adjournment

A short adjournment followed which allowed the robing of the new Mayor.

The new Mayor invited the Reverend James Hutchings to lead prayers to start the new council year who asked that thought be given to conflict throughout the

world and asked for thoughts in particular to go out to the people of Nepal who had experienced recent earthquakes.

C15/044. LEADER OF THE RULING PARTY'S WELCOME TO THE NEW MAYOR

The Leader of the ruling party congratulated and welcomed the New Mayor and wished her well.

C15/045. LEADER OF THE OPPOSITION'S WELCOME TO THE NEW MAYOR

The Leader of the opposition party congratulated and welcomed the New Mayor and said she would make an excellent Mayor.

C15/046. DECLARATION OF ACCEPTANCE OF OFFICE – MAYOR

Councillor M Chapman read the Declaration of Acceptance of Office, which she duly signed as Mayor. She made a short acceptance speech which named the Mayor's nominated charity as the Cystic Fibrosis Society.

C15/047. VOTE OF THANKS TO THE RETIRING MAYOR

The Mayor gave a vote of thanks to the out-going Mayor, Councillor B Nash, who had worked admirably for the Town and for his work with his nominated charity, the Samaritans, whose profile had been raised through his work. Councillor B Nash had supported the re-introduction of Exmouth's Tourist Information Service. The new Mayor presented Councillor B Nash with a past mayoral badge and a bouquet of flowers which he would place in the volunteers' office of the Samaritans.

C15/048. RETIRING MAYOR'S RESPONSE

Councillor B Nash gave an overview of his year of office where he had attended approximately 150 events, examples of which were numerous civic events, The Royal Marine ceremonies, Cycle Race, small business events, care homes, charity events, local clubs etc. He gave thanks to local people who had given their time as volunteers within the town and supported generously various charity events and thanked the Town Council staff and fellow councillors for their hard work throughout his mayoral year.

C15/049. APPOINTMENT OF DEPUTY MAYOR AND VICE-CHAIRMAN

Nominations for Deputy Mayor/Vice Chairman; Councillor Brian Cole and Councillor Steve Gazzard. Following the two nominations a vote was taken and Councillor Brian Cole was duly elected as Deputy Mayor and Vice-Chairman for the ensuing year.

RESOLVED that Councillor Brian Cole be elected Deputy Mayor and Vice-Chairman of Exmouth Town Council.

C15/050. DECLARATION OF ACCEPTANCE OF OFFICE – DEPUTY MAYOR

Councillor Brian Cole read the Declaration of Acceptance of Office, which he duly signed as Deputy Mayor and accepted his chain of office from the Mayor.

Note: Councillor S Gazzard welcomed the new Deputy Mayor, Councillor B Cole to office.

C15/051. APOLOGIES

The above apologies were noted.

C15/052. DECLARATION OF INTERESTS FROM MEMBERS

There were no declarations of interest from members.

C15/053. COUNCIL MINUTES

The Minutes of the Town Council meeting held on the 20th April 2015 were received and signed as a correct record.

C15/054. CONFIRMATION OF APPOINTMENT OF INTERNAL AUDITORS

All members agreed to the continuation of the five year contract with Ken Abraham of South West Auditors as Exmouth Town Council's Internal Auditor for 2015/16.

RESOLVED that there be continuation of the current five year contract with the internal auditor Mr Ken Abrahams be continued for 2015/16.

C15/055. APPOINTMENT TO COMMITTEES

The nominations put forward for committees of the Council (previously circulated) were taken en-bloc.

RESOLVED that the membership of Committees for the coming year be as submitted on the list circulated prior to the meeting with the amendment that Councillor Clare Gough replaced Councillor Pat Graham as a member of the Planning Committee for Town Ward.

Note: - List of Committees attached to the signed minutes.

C15/056. APPOINTMENT TO WORKING PARTIES, OUTSIDE BODIES AND VOLUNTARY OFFICER'S POSITIONS

The nominations put forward for appointment to working parties, outside bodies and voluntary officer's positions (previously circulated) were taken en-bloc. Amendments put forward were as listed below:-

COLP – Councillor B Cole was to be replaced by a Liberal Democrat member who would be nominated.

Waterfront Working Party – Councillor P Stott would join as a member.

Tourism Team – Councillor F Caygill would join as a member.

Chairmen's Group – Councillor L Elson extended the membership to include one representative from the Liberal Democrats and the Green Party.

RESOLVED that the list of proposed members and representatives plus the amendment noted be appointed in accordance with the list attached to these minutes with the amendments as listed above.

Note: - List attached to the signed minutes.

C15/057. TO REAFFIRM ELIGIBILITY FOR THE GENERAL POWER OF COMPETENCE AND TO GIVE THE TOWN CLERK DELEGATED AUTHORITY UNDER THE GENERAL POWER OF COMPETENCE TO ENDORSE CERTIFICATES FOR USE BY RECIPIENTS OF FOREIGN PENSIONS

Members agreed unanimously to support the proposal to reaffirm eligibility for the general power of competence. The proposal to levy a small charge for the endorsement of certificates presented by recipients of foreign pensions would be discussed as an agenda item at the next Finance Committee.

RESOLVED that eligibility be reaffirmed for the general power of competence and which gave the Town Clerk delegated authority under the general power of competence to endorse certificates for use by recipients of foreign pensions.

C15/058. ANNUAL ACCOUNTS AND RETURN

The following items supported by previously circulated paperwork were discussed by Councillor D Chapman, Chair of Finance:-

- a – Adoption of the Annual Accounts 2014/15
 - i - Income and Expenditure Accounts
 - ii - Balance Sheet
- b – Acceptance of the Internal Auditor’s Report
- c – Annual Governance Statement
- d – Annual Return to the Audit Commission
 - i - To approve section 1 & 2 of the Annual Return for the year ending 31st March 2015
- e – Earmarked Reserves as at 31st March 2015
- f – Asset Register

Councillor D Chapman made a proposition for the benefit of newly elected members of the Council that an informal meeting be held to enable a more detailed explanation of the Town Council’s accounts to be given. The accounts had been audited by the internal auditor and would need go forward to the external auditor. Councillor L Elson proposed, seconded by Councillor S Gazzard that the annual accounts and return be noted and approved.

RESOLVED that the Annual Accounts and return be noted and approved.

C15/059. APPROVAL OF COUNCILLORS ALLOWANCES

Members agreed the allowances listed below available to members and chairman for 2015/16 and the mileage rate:-

- a. Chairman’s Allowance for 2015/16 be £436, unchanged.
- b. Members’ Allowance for 2015/16 be £305, unchanged.
- c. Mileage Rate for 2015/16 of 45p per mile up to 10,000 miles and 25p per mile for 10,001 miles and over, unchanged.

RESOLVED that the chairman’s and members allowance and mileage rate for 2015/16 be approved.

C15/060. INSPECTION OF DEEDS AND TRUST INSTRUMENTS

It was confirmed that the following documents and trust instruments held in the custody of the Council had been inspected and any newly elected member of the Council was invited to inspect them : -

- Exmouth Projects Trust
- William Adams Westwood Trust
- Deeds for Pound Lane and Hamilton Lane Allotment Sites
- Deeds for Jubilee Clock

All documents were kept in the safe and were available for inspection by members of the public by appointment.

C15/061. URGENT BUSINESS

There were no items of urgent business.

C15/062. EXCLUSION OF THE PRESS AND PUBLIC

There were no items to be dealt with necessitating exclusion of the press and public.

C15/063. TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES, WORKING PARTIES, OTHER LOCAL BODIES AND THE TOWN CLERK / TOWN MANAGER AS APPROPRIATE (STANDING ORDER 6.2).

- **Planning Committee** – Councillor L Elson proposed seconded by Councillor S Gazzard that the minutes of the meeting held on 20th April and 5th May, 2015 and consider any recommendations therein (circulated separately with Planning agenda) be received.

RESOLVED that the minutes of the Planning Committee meetings held on 20th April and 5th May 2015 be accepted and adopted.

C15/064. TO AGREE TO THE FORMATION OF A WORKING GROUP TO DISCUSS THE PROPOSED CHANGES TO THE LOCAL PLAN.

The local plan working group membership would have a representative from each ward. Councillor M Chapman and Councillor L Elson would be members.

C15/064. DATE OF THE NEXT MEETING

The date of the next meeting would be held on 15th June 2015.

The Mayor thanked guests, members of the public and members for their attendance and invited them to join her in the Committee Room for an informal reception.

The meeting concluded at 7.40 pm.

Signed..... Date.....
(Chairman)