

	Meeting (No)	<b>Meeting of the Council (5)</b>
	Time & Date	<b>24<sup>th</sup> November 2020 at 6.00pm</b>
	Location	<b>Remotely via Zoom</b>
<b>Minutes</b>		

**Present:** Cllrs Warner (Mayor), Bolderson, Davies (during item 64), Griffiths, Hinks, Hudspeth, Hutt (from item 64), Jones, Kynaston, Roberts (during item 64), Roe (during item 64), Samuel, Wastell, and Mrs A Kunaj (Council Manager).

**PART 1: Items considered in the presence of the press and public**

**58 Apologies for absence:** None.

The absences of Cllrs Flockhart, Jackson, Lynch and Townsend were noted.

**59 Questions and comments from residents:** None

**60 Declarations of Interest:** None.

**61 Minutes of the meeting**

It was noted that 'business' was the reason for Cllr Warner's absence at the 15<sup>th</sup> Octobers meeting.

Following the substitution of the word 'personal for business' Council

**Resolved** to approve the minutes of the meeting held on 15<sup>th</sup> October 2020 as a true and correct record.

The minutes will be signed at the next Full Council face-to-face meeting to be held.

**62 Mayor's Report:** The Mayor gave an oral report on recent activities. The Mayor welcomed back our Council Manager, Alison.

On Sunday 4<sup>th</sup> October, Local Mayors including our Mayor together with the High Sheriff of Chester, the Deputy Mayor of Chester, our local MP Justin Madders, CWaC Cllrs. Gittins and Barker joined Cllrs. Wastell and Kynaston for a virtual Zoom civic service conducted by Rev Alan Dawson. After the service they joined another Zoom meeting for a virtual afternoon tea, both were great successes. Another virtual pre-Christmas get together for a catch up with our civic neighbours will be hosted.

Over the half term holiday our local community swiftly mounted a great effort and provided free meals for children who were entitled to free school meals. Looking at the need to provide meals over the Christmas holidays to a wider group of vulnerable residents, our community is again gearing up to meet this challenge. The Mayor requested that the chair of Resources and Policy committee place an item on the agenda for the committee to consider if a donation could be made as the Town Council's contribution to this effort.

Local churches and British Legion were joined to mark the Remembrance services. The Mayor attended the wreath laying on Sunday 8<sup>th</sup> November and Deputy Mayor, Cllr. Wastell attended the service on 11<sup>th</sup> November at 11am.

The Mayor commented that given the Town Council's income position and the green shoots of recovery emerging, hopefully, for 2021 Council will need to have all the necessary paperwork in place by the end of 2020 to be able to be in a position to offer the Town Hall for hire in early 2021. This has been discussed with our Council Manger.

Mayor's initial and date

*SK*

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**63 Council Manager's report:** The Council Manager's report was received.

**64 Recruitment**

Council considered a recommendation from the HR Sub-committee to recruit a Markets Officer for 10.5 hours per week on a fixed term 12-month contract. This would incur an extra cost of approximately £1,000 against the cost of continuing to use agency staff.

Time needed for the Market Manager (SM&SC) to discuss the market set up with the Market Officer prior to the weekly market was considered and members agreed one hour would be sufficient; an extra cost of £500 was advised.

An amendment to the recommendation was proposed 'to recruit a Markets Officer for 11.5 hours per week on a fixed term 12-month contract'.

A vote took place and the amendment was approved.

A vote took place on the recommendation as amended.

**Resolved** to approve recruitment of a Markets Officer for 11.5 hours per week on a fixed term 12-month contract.

**65 Committee Membership**

- A Cllr Hutt withdrawal her membership from the Resources & Policy committee.
- B Cllr Samuel was nominated and appointed to the Community & Environment committee.

**66 To note the minutes of the committee meetings**

The minutes of the following committee meetings were noted.

*Community & Environment (formerly People & Places) 13.10.20*

*Resources & Policy 27.10.20.*

**67 Recommendations from committees**

**Resolved** to remove para C2 from the committee's terms of reference; "grant fare concessions for defined schemes of transport within, to and from the Council's area for its residents"

**68 Any other Items:** None.

**69 Date of next scheduled Full Council meeting** was confirmed as 26<sup>th</sup> January 2021.

**70 Exclusion of the Press and Public**

**Resolved** That under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

**PART 2: Items considered in the absence of the press and public**

**71 Asset Management Agreement Extension**

**Resolved** that the extension terms to 31 March 2022 be accepted with the caveat that increased usage and cost neutrality would not be currently possible due to the impact of COVID-19 on potential income generation.

Signed \_\_\_\_\_



Dated \_\_\_\_\_

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