

# Monmouth Town Council

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## MINUTES OF THE ANNUAL MEETING OF MONMOUTH TOWN COUNCIL Held on Monday 13<sup>th</sup> May 2013 at 7.00pm At The Shire Hall, Monmouth

**Present:** Chairman: The Mayor Cllr G Bright

Cllr T Ashton	(TA)	Cllr Mrs J Gunter	(JG)
Cllr R Bradley	(RB)	Cllr Mrs Hall	(JH)
Cllr Mrs S Chivers	(SC)	Cllr R Hayward	(RH)
Cllr T Christopher	(TC)	Cllr A Owen	(AO)
Cllr Mrs A Dewhurst	(AD)	Cllr Mrs A Were	(AW)
Cllr J Fletcher	(JF)	Cllr Mrs S White	(SW)
		Cllr S J Wilson	(SJW)

**In Attendance:** Mrs S James, Town Clerk and Mrs J Lloyd Administration Assistant

The Mayor Cllr Bright announced the resignation of Cllr M Jones received by the office that afternoon.

The outgoing Mayor, Cllr G Bright, spoke about how it had been his privilege to represent the Town for the last two years, and making new relationships with Hereford, Coleford and Ross on Wye. He was proud to have taken on a Sea Cadet who unfortunately was unwell this evening and could not attend the meeting.

Thanks were also given to the Mace Bearers for their continued support and commitment, and the Mayor thanked the Town Clerk Mrs James and assistant Mrs Lloyd for their continued hard work and support over the past two years. Thanks also went to Father David McGladdery, the people of the town, members of the press who attend the meetings and his wife Olive for all her help and support.

Cllr Bright wished the new Mayor a very successful year.

### 1. To elect the Mayor (Chair) for the coming year.

Two candidates were proposed for the position of Mayor:

Cllr T Christopher	Proposed by Cllr Dewhurst
Cllr Hall	Proposed by herself

Cllr Ashton requested a record of names for the vote.

Cllr Dewhurst requested a signed ballot vote   Seconded by Cllr Were

Following the collection of ballot papers, two papers had not been signed, meaning no record could be made of names, so this vote was declared void, and new ballot papers issued, and a new vote taken.

From the second signed ballot vote to elect a new Mayor,

Votes for:Cllr T Christopher :6                      Votes for Cllr J Hall: 7                      Abstention: 1

For Cllr T Christopher:              AD, AW, TC, AO, SW, RB.

For Cllr J Hall:                      JF, RH, SJW, JG, GB, JH, SC.

Abstention:                          TA

It was therefore confirmed that Cllr J Hall be elected Mayor for the forthcoming year.

**2. New Mayor Installation and acceptance of Office.**

The retiring and the new Mayor left the room accompanied by the Clerk and Macebearers. The retiring Mayor then returned, and when robed, the new Mayor, Mace Bearers and Clerk returned to continue the meeting with the new Mayor, Cllr J Hall, as Chair.

The Mayor signed the declaration of acceptance of office and introduced her husband William Hall, as her Consort.

A gift of the Past Mayors badge was given to Cllr Bright and he was thanked for his service.

**3. To elect the Deputy Mayor.**

One candidate was proposed for the position of Deputy Mayor.

Cllr J Gunter                      Proposed by Cllr R Hayward                      Seconded: Cllr J Fletcher

A vote was taken by show of hands, with Unanimous approval for Cllr J Gunter.

It was confirmed that Cllr J Gunter be elected Deputy Mayor for the forthcoming year.

**The Blessing was given by The Reverend Catherine Haynes**

**4. To confirm all Councillors have signed the declaration of acceptance of office and code of conduct.**

The Town Clerk confirmed the code of conduct and acceptance of office had been signed by all members, and also reminded members that the 'Register of Members Interest' should be kept updated, and in some cases is still to be submitted.

**5. To receive declarations of interest in items on the agenda.**

None received.

**6. To appoint and confirm Town Councillors as representatives to outside bodies.**

(Details attached separately)

Proposed by Cllr S White      Seconded: Cllr R Hayward                      Unanimous.

**7. To appoint and confirm members of committees.**

Confirmed

Proposed by Cllr S White      Seconded: Cllr R Hayward                      Unanimous

**8. To confirm the assets list.**

Confirmed

Proposed by Cllr J Fletcher,                      Seconded: Cllr S white                      Unanimous

**9. To receive apologies for absence**

Cllr S Davis

**10. To confirm and sign the minutes of the meeting held on Monday 22<sup>nd</sup> April 2013.**

The minutes were confirmed as a true record and signed.

Proposed: Cllr G Bright      Seconded: Cllr T Ashton                      Unanimous

**11. To receive the Clerk's Report**

As the resignation of Malcolm Jones has been received that day, the Returning Officer had been informed, and a Notice of Vacancy to be produced. This notice allows 10 electors of the Drybridge ward, to request that an election be held to fill the vacancy. If an election is not requested, the co-option procedure shall take place to fill the vacancy as soon as practical.

HMS Monmouth is intending to exercise their Freedom of the Town and march through Monmouth on Sunday 29<sup>th</sup> September. Times and details are yet to be confirmed.

Members were reminded of the invitation to visit the CCTV Monitoring centre in Blaenavon. All present at the meeting were invited to stay for refreshments afterwards organised by the new Mayor and Deputy Mayor.

**12. To receive correspondence that the mayor wishes to place before the Council**

A passage from HMS Monmouth newsletter was read to the Committee.

**13. To answer questions from Councillors (see standing Orders 9.1)**

None received

**14. To note the reports, including Annual Committee reports, and minutes of the council's committees and outside bodies.**

**a Planning Committee:** Cllr Hall reported that Cllr Hayward is attending the Monmouthshire LDP sessions, and then read the Annual report to the Council. (See attached).

**b Environmental Affairs Committee:** No meeting  
Cllr Were read the annual report to the Council. (See attached)

**c Community Affairs Committee:** Cllr Gunter read the annual report to the Council. (See attached)

**d Finance & Policy Committee:** As per minutes.  
Cllr Hayward read the annual report to the Council. (See attached)

**e CSATS Committee:** No meeting, next meeting to be held on Monday 20 May at 2.00pm

- f **Monmouth Partnership Forum:** Cllr Dewhurst reported at the last meeting a presentation was giving regarding the Welsh Government funding for community Councils for websites. It seems that One Voice Wales will have to negotiate how this funding will take place.
- g **Vision Monmouth:** No meeting
- h **Central Monmouthshire Area Committee:** No meeting (check)
- i **Others:** None.

**15. To review and confirm Member's attendance at meetings.**

Members	Planning	Full Council	Community	Planning	F&P
<b>2012/2013</b>	22.04.13	22.04.03	29.04.13	7.05.13	07.05.13
Cllr T Ashton		1	1		1
Cllr R Bradley	Apology	Apology	1	1	1
Cllr G Bright		1	Apology		Apology
Cllr S Chivers	1	1	1	Apology	Apology
Cllr T Christopher		1	Apology		Apology
Mr S Davis	1	1			
Cllr A Dewhurst	Apology	1	1	1	1
Cllr J Fletcher	1	1	1	1	1
Cllr J Gunter	1	1	Apology	1	1
Cllr J Hall	1	1	1	1	1
Cllr R Hayward	1	1		1	1
Cllr M Jones		1	1		
Cllr A Owen		1			
Cllrs A Were		1	1		1
Cllr S White		Apology	Apology		
Cllr S Wilson	1	1	1	1	1
<b>Total In Attendance</b>	<b>7</b>	<b>14</b>	<b>9</b>	<b>7</b>	<b>9</b>
<b>Members on Committee</b>	<b>9</b>	<b>16</b>	<b>13</b>	<b>9</b>	<b>13</b>
<b>KEY</b>					
	Non Committee Member				
	Non Committee Member attendance				
	Absent				

Cllr Chivers questioned that apologies for the Community meeting from Cllr S White had not gone through the Office, therefore should not be recorded as an apology.  
Cllr Ashton reported that the Councillor had left a message on his answer phone due to the office being closed.

As he was acting chairman this procedure was acceptable.

**16. To receive questions from members of the public for a maximum of 10 minutes**

None received.

**17. Items for discussion for future meetings**

'To discuss the Installation of Mayor' - the Protocol working group would be meeting (SC)

**18. To confirm date of next meeting.**

Monday 3<sup>rd</sup> June 2013

There being no further business the meeting closed at 8.05pm