

Romsey Town Council

Town Hall
1, Market Place
Romsey
SO51 8YZ

FULL COUNCIL MEETING

Minutes of the Meeting held on 16th May 2023

In the Chair: Councillor N. Gwynne

Attendance:

P Councillor C. Birkett	P Councillor A. Goddard
A Councillor C. Burgess	P Councillor N. Gwynne
P Councillor J. Burnage	P Councillor R. Kohli
P Councillor M. Cooper	P Councillor J. Parker
P Councillor J. Critchley	P Councillor R. Theron
P Councillor I. Culley	P Councillor J. Urquhart
P Councillor S. Gidley	P Councillor S. Wilkinson

Clerk: Judith Giles

Public: 140

1. PRAYERS

The Reverend Thomas Wharton led prayers

2. WELCOME

The Town Mayor, Cllr. N. Gwynne welcomed the assembly

3. APOLOGIES

Apologies received from Cllr. C. Burgess

4. DECLARATION OF INTEREST

None

5. MACE BEARERS – THANK YOU

The Town Mayor, Cllr. N. Gwynne thanked Bob Sankey and Bertie Green, Senior Mace Bearers for all their support throughout his mayoral year. The Town Mayor also thanked Matthew Jones, Junior Mace Bearer.

6. ELECTION OF CHAIRMAN AND TOWN MAYOR

Cllr. M. Cooper **PROPOSED** (and spoke to the motion) and Cllr. N. Gwynne **SECONDED** (and spoke to the motion) the election of **Cllr. J. Ray** as the Chairman of the Council and Town Mayor for the ensuing year until the next Annual Meeting. A vote was taken on the motion and the motion was **CARRIED**.

The Outgoing Town Mayor, the Incoming Town Mayor and the Town Clerk, together with the Senior and Junior Mace Bearers retired from the Council Chamber for the Incoming Town Mayor to robe.

7. DECLARATION OF ACCEPTANCE OF OFFICE

On return of the Mayoral Party to the Council Chamber, the Incoming Town Mayor made a Declaration of Acceptance of Office and was invested with the Badge and Chain of Office by the Outgoing Town Mayor.

8. ELECTION OF VICE-CHAIRMAN AND DEPUTY TOWN MAYOR

Cllr. J. Critchley **PROPOSED** (and spoke to the motion) and Cllr. S. Wilkinson **SECONDED** (and spoke to the motion) the election of **Cllr. J. Parker** as the Vice Chairman of the Council and Deputy Town Mayor for the ensuing year until the next Annual Meeting.

A vote was taken and the motion was **CARRIED**.

9. DECLARATION OF ACCEPTANCE OF OFFICE

The Incoming Deputy Town Mayor made the Declaration of Acceptance of Office and was be invested with the Badge of Office.

10. THE TOWN MAYOR ADDRESS TO COUNCIL

The Town Mayor addressed Council detailing his objectives for the coming year. The Mayor invested the Town Mayor's Consort, with the chain and presented her with flowers.

11. VOTE OF THANKS TO THE RETIRING TOWN MAYOR

Cllr. J. Parker **PROPOSED** (and spoke to the motion) and Cllr. J. Critchley **SECONDED** (and spoke to the motion) a vote of thanks for the past Town Mayor's term of office.

12. RETIRING TOWN MAYOR'S REPLY

The retiring Town Mayor Cllr. N. Gwynne thanked Council and the Town Hall staff for their support throughout his mayoral year.

13. PAST MAYOR'S BADGE

The Town Mayor Cllr. J. Ray presented a Past Mayor's Bar to the former Town Mayor Cllr. N. Gwynne

14. VOTE OF THANKS FOR THE RETIRING TOWN MAYOR'S CONSORT

Cllr. J. Burnage **PROPOSED** (and spoke to the motion) and Cllr. J. Critchley **SECONDED** (and spoke to the motion) a vote of thanks for the support given by the Town Mayor's Consort who was presented with a bottle of wine by the retiring Town Mayor.

15. MAYORAL ANNOUNCEMENTS

None

16. COUNCIL ADJOURNMENT FOR:

The Council Meeting was adjourned until Tuesday 23rd May 2023 in the Council Chamber of the Town Hall at 7.30p.m.

PROPOSED by Cllr. J. Parker

SECONDED by Cllr. S. Wilkinson

CARRIED UNANIMOUSLY

17. ANNOUNCEMENTS

The Town Mayor explained the arrangements for the remainder of the evening. The mayoral party left the Council Chamber followed by the Romsey Town Councillors, Past Mayors and assembled guests

In the Chair: Councillor J. Ray

Attendance:

P Councillor C. Birkett	A Councillor A. Goddard
P Councillor C. Burgess	A Councillor N. Gwynne
P Councillor J. Burnage	P Councillor R. Kohli
P Councillor M. Cooper	P Councillor J. Parker
P Councillor J. Critchley	P Councillor R. Theron
P Councillor I. Culley	A Councillor J. Urquhart
P Councillor S. Gidley	P Councillor S. Wilkinson

18. APOLOGIES

Cllr. A. Goddard, Cllr. N. Gwynne and Cllr. J. Urquhart

19. DECLARATION OF INTERESTS

None

20. CONFIRMATION OF MINUTES

To receive and approve the accuracy of the Minutes of meeting held as follows:-

The minutes of the meeting held on 21st March 2023 were duly confirmed and signed

PROPOSED: Cllr. J. Burnage

SECONDED: Cllr. I. Culley **CARRIED**

Matters Arising

None

To receive and approve the accuracy of the Minutes of meeting held as follows:-

The minutes of the Extraordinary Meeting held on 9th May 2023 were duly confirmed and signed

PROPOSED: Cllr. S. Wilkinson

SECONDED: Cllr. J. Burnage **CARRIED**

Matters Arising

None

PUBLIC PARTICIPATION

PROPOSED: Cllr. J. Burnage

SECONDED: Cllr. J. Critchley

CARRIED

MEETING ADJOURNED: 7.35 P.M.

To receive formal presentations from individuals or organisations which are an identified agenda item:- None

To receive verbal reports from Borough and County Councillors of what has been happening at Borough and County level which is of interest to Romsey Town Councillors

HCC Report

Cllr. M. Cooper reported he has received several complaints regarding large pothole on Alma Road. HCC have now fixed it. He stated if you can prove a "quality of life" issue things seem to happen faster. Cllr. M. Cooper reported Plaza Roundabout/Bridge Road resurfacing looks to be of a superb quality. It is hoped quality carries on under The Sun Arch. Cllr. M. Cooper has chased HCC regarding the Whitenap crossing but to date has not received a reply. Cllr. M. Cooper reported when he asks for more resources to fix pavements and potholes, he and his Councillor colleagues are asked which they would rather fund, Adult and Children's

Services, or highway improvements. We have been told that unless there is a radical change in government attitude, Hampshire will have a deficit of £132 million by 2025-26, which effectively means a section 114 notice, the equivalent of a Council going bankrupt.

TVBC Report

Cllr. J. Parker reported a planning application has been received for 300 houses at Kings Chase. Cllr. Parker stated this is outside of policy. The developers are claiming TVBC do not have a 5 year housing supply. Further developments are awaited.

Questions from members of the public to Borough Councillors

None

Questions from members of the public to the County Councillor

None

Questions from Town Councillors to Borough Councillors

None

Questions from Town Councillors to County Councillor

Cllr. I. Culley asked when the blocked highway ditch that creates an across the road flood after heavy rain at the entrance to the Rapids Sports Centre is going to be repaired as it is getting worse. Cllr. M. Cooper reported he has emailed Dave Tasker – TVBC Leisure. Cllr. N. Daas has been working to get this sorted and has been told work will start in 7 weeks time.

RE-COMMENCED 7.45PM

21 PLANNING COMMITTEE

Cllr. J. Critchley proposed that the Full Council accept the minutes of the Planning Committee held on 9th March 2023, 30th March 2023 and 20th April 2023 (draft)

PROPOSED: Cllr. J. Critchley

SECONDED: Cllr. J. Burnage

CARRIED

22 BUILDING AND TOWN COMMITTEE

i) Cllr. S. Wilkinson proposed that the Full Council accept the minutes of the Building and Town Committee meetings held on 8th February 2023 and 18th April 2023(draft)

PROPOSED: Cllr. S. Wilkinson

SECONDED: Cllr. M. Cooper

CARRIED

ii) **RESOLUTION NO. 23/34**

It was **RESOLVED** to recommend to the Full Council - 16th May 2023 the "Building & Town Committee" title be changed to "Buildings & Community Committee".

PROPOSED: Cllr. J. Burnage

SECONDED: Cllr. M. Cooper

CARRIED

RECOMMENDATION: "Building & Town Committee" title be changed to "Buildings & Community Committee".

RESOLUTION NO. 23/49

It was **RESOLVED** "Building & Town Committee" title be changed to "Buildings & Community Committee".

PROPOSED: Cllr. S. Wilkinson

SECONDED: Cllr. J. Parker

CARRIED

23 FINANCE & RESOURCES COMMITTEE

i) Cllr. J. Critchley proposed that the Full Council accept the minutes of the Finance & Resources Committee meetings held on 28th February 2023 and 2nd May 2023(draft)

PROPOSED: Cllr. J. Critchley

SECONDED: Cllr. S. Wilkinson

CARRIED

ii) **Romsey Town Council Final Internal Audit – 31st March 2023**

RESOLUTION NO. 23/46

It was **RESOLVED** to recommend to Full Council approval of Romsey Town Council Final Internal Audit – 31st March 2023

PROPOSED: Councillor J. Parker

SECONDED: Councillor N. Gwynne

CARRIED

Cllr. J. Critchley congratulated the Chief Officer and her staff for a very good Audit Report.

RECOMMENDATION: to receive and approve Annual Audit Report 2022-23

ii) **INTERNAL AUDIT REPORT 2022-23(FINAL)**

RESOLUTION NO. 23/50

It was **RESOLVED** to receive and approve Annual Audit Report 2022-223. Cllr. M. Cooper thanked the Chief Officer and Town Hall staff for an exemplary audit report

PROPOSED: Cllr. M. Cooper

SECONDED: Cllr. J. Critchley

CARRIED

iii) **FINAL ACCOUNTS 2022-23**

RESOLUTION NO. 23/47

It was **RESOLVED** to recommend to Full Council approval of Year End Accounts for 2022-23

PROPOSED: Cllr. J. Parker

SECONDED: Cllr. J. Critchley

CARRIED

RECOMMENDATION: To receive and approve Final Accounts for Year Ending 31st March 2023

RESOLUTION NO. 23/51

It was **RESOLVED** to approve Final Accounts for Year Ending 31st March 2023

PROPOSED: Councillor J. Parker

SECONDED: Councillor J. Burnage

CARRIED

iv) **ANNUAL RETURN - ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN**

RECOMMENDATION: to approve Annual Governance Statement – Section 1)

RESOLUTION NO. 23/52

It was **RESOLVED** to approve Annual Governance Statement – Section 1)

PROPOSED: Cllr. J. Parker

SECONDED: Cllr. J. Critchley

CARRIED

RECOMMENDATION: to approve Annual Governance Statement – Section 2)

RESOLUTION NO. 23/53

It was **RESOLVED** to approve Annual Governance Statement – Section 2)

PROPOSED: Cllr. J. Critchley

SECONDED: Cllr. J. Parker

CARRIED

v) PUBLIC NOTIFICATION

RECOMMENDATION: To approve public notification notice to be displayed when Final Accounts are approved

RESOLUTION NO. 23/54

It was **RESOLVED** to approve public notification notice to be displayed when Final Accounts are approved

PROPOSED: Cllr. R. Theron

SECONDED: Cllr. J. Burnage

CARRIED

vi) ANNUAL RETURN – CONFLICT OF INTEREST

RECOMMENDATION: to confirm there has been no conflict of interest in 2022-23

RESOLUTION NO. 23/55

It was **RESOLVED** to confirm there has been no conflict of interest in 2022-23

PROPOSED: Cllr. M. Cooper

SECONDED: Cllr. J. Burnage

CARRIED

vii) ROMSEY EXTRA PARISH COUNCIL (DISSOLVED 31ST MARCH 2023)

It was **RESOLVED** to recommend to Full Council approval of Romsey Extra parish Council Year End Accounts for 2022-23

PROPOSED: Cllr. J. Parker

SECONDED: Cllr. D. Baverstock

CARRIED

RECOMMENDATION: To receive and approve Romsey Extra Parish Council Final Accounts for Year Ending 31st March 2023

viii) Romsey Extra Parish Council Final Internal Audit – 31st March 2023

RECOMMENDATION: To receive and approve Romsey Extra Parish Council Final Internal Audit Report - 31st March 2023

ix) ROMSEY EXTRA PARISH COUNCIL ANNUAL RETURN - ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

RECOMMENDATION: to approve Annual Governance Statement - Section 1)

RECOMMENDATION: to approve Annual Governance Statement - Section 2)

x) ROMSEY EXTRA PARISH COUNCIL PUBLIC NOTIFICATION

RECOMMENDATION: To approve public notification notice to be displayed when Final Accounts are approved

xi) ROMSEY EXTRA PARISH COUNCIL ANNUAL RETURN – CONFLICT OF INTEREST

RECOMMENDATION - to confirm there have been no conflict of interest in 2023-23

RESOLUTION NO. 23/56

It was **RESOLVED** to delay agenda items vii) – xi) until the REPC Internal audit has been carried out.

PROPOSED: Cllr. M. Cooper

SECONDED: Cllr. J. Parker

CARRIED

24 ALLOTMENTS COMMITTEE

Cllr. J. Burnage proposed that the Full Council accept the minutes of the Allotments Committee meeting held on 20th March 2023

PROPOSED: Cllr. J. Burnage

SECONDED: Cllr. J. Parker

CARRIED

25 APPOINTMENT OF INTERNAL AUDITOR

RESOLUTION NO. 23/57

It was **RESOLVED** to appoint of Auditing Solutions Limited, Clackerbrook Farm, 46 the Common, Bromham, Chippenham, SN15 2JJ as Romsey Town Council Internal Auditors for 2023-24

PROPOSED: Cllr. J. Critchley

SECONDED: Cllr. S. Gidley

CARRIED

26 INSURANCE

RECOMMENDATION: Council approves insurance cover from Aviva from 1st April 2023 – 31st March 2024

RESOLUTION NO. 23/58

It was **RESOLVED** to accept insurance cover from 1st April 2023 – 31st March 2024

PROPOSED: Cllr. S. Gidley

SECONDED: Cllr. J. Parker

CARRIED

27 RISK ASSESSMENT (available on RTC website)

RESOLUTION NO. 23/59

It was **RESOLVED** to approve Risk Assessment 2023

PROPOSED: Cllr. J. Parker

SECONDED: Cllr. J. Burnage

CARRIED

RESOLUTION NO. 23/60

It was **RESOLVED** to refer procedures for review of Risk Assessment

PROPOSED: Cllr. J. Parker

SECONDED: Cllr. S. Gidley

CARRIED

28 ASSET REGISTER 2023

RESOLUTION NO. 23/61

It was **RESOLVED** to approve Asset Register 2023

PROPOSED: Cllr. J. Parker

SECONDED: Cllr. J. Burnage

CARRIED

Finance & Resources Committee to review Asset Register for 2023-24

29 CHIEF OFFICER – DELEGATED POWERS

RESOLUTION NO. 23/62

It was **RESOLVED** to delegate powers in consultation with the Town Mayor to the Chief Officer to carry out business in emergency unforeseen circumstances.

PROPOSED: Cllr. R. Theron

SECONDED: Cllr. C. Birkett **CARRIED**

30 GENERAL POWER OF COMPETENCE

RESOLUTION NO. 23/63

It was **RESOLVED** to continue use of General Power of Competence

PROPOSED: Cllr. R. Kohli

SECONDED: Cllr. J. Parker

CARRIED

31 COMMITTEE STRUCTURE AND MEMBERSHIP 2023-24

RESOLUTION NO. 23/64

It was **RESOLVED** to appoint Councillors to Committees as per attached list (Appendix1)

PROPOSED: Cllr. M. Cooper

SECONDED: Cllr. J. Burnage

CARRIED

32 DECLARATION OF INTERESTS

The Chief Officer requested Councillors return their Declaration of Interests to Faye Godwin

33 MAYORAL ANNOUNCEMENTS

None

34 REPORTS FROM MEMBERS ATTENDING MEETINGS OF EXTERNAL ORGANISATIONS

Cllr. J. Parker Woodley Village Hall, Cllr. S. Wilkinson Bartletts Almshouses

35. COUNCILLORS COUNCIL MEETINGS ATTENDANCE 2022-23

It was agreed to update Attendance Graph to include RTC Councillors representing REPC at Planning Committee Meetings

36. COUNCIL MEETING USE OF IPADS

Cllr J. Burgess asked what specification and software is to be used for iPads. Chief Officer to investigate. Chief Officer to email all Councillors and ask their preference between iPads/laptop/paper use at Council meetings

37. ROMSEY PAVEMENTS

Recommendation: Cllr. J. Critchley **PROPOSES** and Cllr. S. Wilkinson **SECONDS** Romsey Town Council contacts HCC with regards to the state of the pavements in Romsey town centre (especially The Hundred and Latimer Street) and asks that an urgent inspection takes place followed by remedial work as necessary. Residents are complaining and accidents happening on a regular basis, because of defective paving slabs. With an elderly population this matter now requires immediate attention before someone is seriously hurt.

RESOLUTION NO. 23/65

It was **RESOLVED** Romsey Town Council contacts HCC with regards to the state of the pavements in Romsey town centre (especially The Hundred and Latimer Street) and asks that an urgent inspection takes place followed by remedial work as necessary. Residents are complaining and accidents happening on a regular basis, because of defective paving slabs. With an elderly population this matter now requires immediate attention before someone is seriously hurt.

PROPOSED: Cllr. J. Critchley

SECONDED: Cllr. JS. Wilkinson

CARRIED

Meeting Closed 9.05p.m.

Next Meeting 18th July 2023