



2010/2011 – 1

WISBECH TOWN FULL COUNCIL

Minutes of the Meeting of the Full Council of Wisbech Town Council held on Friday 7 May at 12 noon, and Monday 10 May 2010 at 7.30 pm.

Present: Cllr Mrs YP Lawrence (outgoing Mayor); Cllr NA Meekins (Mayor Elect); Cllr JR Farmer (Deputy Mayor Elect); and Cllrs Mrs CR Cox; NW Frusher; LRV Fulcher; AR Green; M Hill; Miss S Hoy; Mrs JR Jolley; Mrs VM Macrae; PB O'Dell; DC Oliver; MA Parker; DR Patrick; HB Wegg; DA Wheeler; and T Wright.

In attendance: James Crowden (Honorary Freeman of Wisbech); Father Paul West; distinguished guests; spouses/partners of Town Councillors; E Murat Town Clerk and staff.

Before the meeting commenced the Mayor, Cllr Mrs Yvonne Lawrence, invited Father Paul West to say prayers.

1. Election of Chairman of the Town Council (to be known as the Town Mayor) for the Municipal year 2010-2011.

- a) Cllr Mrs Lawrence (as retiring Town Mayor) invited nominations for the Chair of Council and Town Mayoralty.
- b) Cllr Frusher proposed Cllr NA Meekins with an annual allowance of £3020.
- c) Cllr Hill seconded the nomination.
- d) There being no further nominations, Cllr Meekins was elected Chairman and Town Mayor for the civic year 2010/2011, as proposed.
- e) Cllr Meekins was robed and chained and took his place as Chairman.
- f) – h) The mayor signed the Declaration of Acceptance of Office, and took the Oath of Allegiance.
- k) – m) The Leader of the Council, Cllr Oliver, delivered a vote of thanks to the outgoing Town Mayor, Cllr Mrs Y P Lawrence. Cllr Mrs Y Lawrence replied and she and her consort received service badges.

2. Apologies and absences

There were no apologies.

3. Declarations of Interests

There were no declarations of interest

4. Election of Vice-Chairman of the Town Council (to be known as Deputy Town Mayor) for the Municipal year 2010-2011.

- a) The Mayor, Cllr Meekins, invited nominations for the Vice-Chair of the Council to be known as the Deputy Town Mayor.
- b) Cllr Parker proposed Cllr J R Farmer.
- c) Cllr Oliver seconded the proposal.
- d) – f) There being no further nominations, Cllr Farmer was duly elected Deputy Mayor, was robed and chained, and took his place next to the Mayor.

5. The Appointment of the Mayor's Chaplain

The Mayor appointed Father Paul West of St Peter & St Paul's Church, Wisbech as his Mayor's Chaplain for the Municipal year 2010/2011.

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6. Move for adjournment to 10 May 2010 at 7.30pm

On a proposal from Cllr Wheeler an seconded by Cllr Miss Hoy the meeting was adjourned to 7.30 pm on Monday 10 May 2010.

The Mayor invited guests and members to join him and his other guests at a reception at Octavia Hill's Birthplace House.

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Before the adjourned meeting re-convened Members NOTED that Gary Garford from Fenland District Council was in attendance and asked him for an up-date as part of the public participation session on the fire's that have been plaguing Wisbech. He and Cllr. Oliver up-dated members. Fenland District Council will do everything it must to make the buildings safe, and under its powers will try to ensure that all efforts are made to encourage the owners of the various properties to do everything they are able to - to restore, rebuild or re-instate the properties. The fire service and police are still investigating the causes.

**7. Apologies for absence for 10 May 2010**

Cllr Farmer - Civic Duty

On a proposal from Cllr Oliver and seconded by Cllr Miss Hoy the absence was APPROVED.

**8. Declarations of Interests**

There were no declarations of interest.

**9. Minutes of the Town Council meeting of 19 April 2010**

On a proposal from Cllr Green and seconded by Cllr Oliver members APPROVED the minutes of the Town Council meeting held on Monday 19 April 2010 (as circulated).

**10. Minutes of the meeting of the Annual Town Assembly 12 April 2010**

On a proposal from Cllr O'Dell and seconded by Cllr Wright APPROVED the minutes of the Annual Town Assembly held on Monday 12 April 2010 (as circulated ).

**11. Minutes of the Planning Committees**

On a proposal from Cllr Wright and seconded by Cllr Oliver members ADOPTED the minutes of the Planning Committee meetings of 29 March, 12 April and 26 April 2010 (as circulated). Members NOTED the schedule responses sent to Fenland District Council (as circulated).

**12. Membership of Standing Committees for 2010-2011, and the Leader**

On a proposal from Cllr Oliver and seconded by Cllr Green members APPROVED the membership of Standing Committees as circulated with one amendment – Cllr David Patrick is to be an additional member of Planning Committee.

On a proposal from Cllr Wright and seconded by Cllr Miss Hoy members AGREED that Cllr Oliver be Leader of the Council for this civic year. It was NOTED that Cllr Wright was selected to be Deputy Leader.

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**13. Appointments to outside bodies for 2010-2011**

On a proposal from Cllr Oliver and seconded by Cllr Wheeler it was AGREED that the Wisbech Town Council representatives on outside bodies to be as circulated, and the final list be provided to members for their information.

**14. Authorisation for the Town Mayor, Deputy Town Mayor, Leader, and Chairman of Finance and General Purposes Committee**

On a proposal from Cllr Wright and seconded by Cllr Wheeler members AGREED to authorise any two of the above members to have delegated authority to authorise expenditure and to sign cheques for and on behalf of the Town Council, subject to the Council's Financial Regulations and advice from the Council's Responsible Officer (the Town Clerk). Note: each cheque requires two signatures.

**15. Appointment of External Auditor**

On a proposal from Cllr O'Dell and seconded by Cllr Green members APPROVED the continued use of Moore Stephens as external auditor.

**16. Appointment of Internal Auditor**

On a proposal from cllr Oliver and seconded by Cllr Mrs Cox members AGREED to authorise the Clerk to review the Internal Auditing service and to report to F&GP.

**17. Annual Accounts**

On a proposal from Cllr Wheeler and seconded by Cllr Patrick members NOTED: the internal auditor is undertaking the final check on the accounts, so that he is able to sign the declaration on the audit report on the Annual Return; the quarterly accounts and monthly cheque payments are being approved regularly; financial safeguards have been reviewed and good practice followed for banking, cash handling and recording of transactions; the Council's bank signatories (with delegated authority) have monitored and authorised expenditure according to the Council's Financial Regulations; the Council's insurance requirements have been reviewed and renewed with no changes needed; the Council's Financial Regulations were reviewed, appropriately up-dated and approved during the financial year. On a proposal from Cllr Wheeler and seconded by Cllr Patrick the Annual Return for the accounts was APPROVED and members CONFIRMED the governance statement so that the Annual Return may be signed by the Mayor and the Clerk on behalf of the Council, and sent to the External Auditor, subject to the Internal Auditor signing the final declaration.

On a proposal from Cllr Green and seconded by Cllr Oliver, the Clerk was COMMENDED for the fourfold increase in the Council's reserves to over £90,000 in less than three years, whilst maintaining a programme of continuous improvement to Council services, and facilitating the acquisition of allotments land from Fenland District Council.

**18. Approval of meeting dates for 2010/2011**

On a proposal from Cllr Wright and seconded by Cllr Green members APPROVED the dates of meetings (as circulated) – there are to be four additional full council meetings added to the calendar with appropriate changes made by the Clerk to accommodate them – the new dates then to be circulated and published..

**19. Civic Events**

On a proposal from Cllr Wheeler and seconded by Cllr Wright members APPROVED the

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Civic Events list entitled 'Dates for your Diary'. Members NOTED that the number of events this Town Council is planning to be involved with this year are far greater than in previous years, and were asked to study the list carefully.

**20. Clerk's up-date**

- a) Wisbech Rock Festival is going ahead in Wisbech Park. Everything is booked, including ten rock bands – amongst them are the Brink, and Hundreds Rode who both played last year. They were excellent. All the bands are excellent.
- b) A web-site is being built for the Rock Festival, and posters are being designed.
- c) A survey has been done of all the shops around thirty will put up posters.
- d) Wisbech Youth Council has joined with Connexions, Centre 4 and NACRO to put on a YOUNG PEOPLE WISBECH FLOAT – they have selected to represent Las Vegas with showgirls.
- e) We are hoping to have the Parish newsletter for Wisbech out around mid-may.
- f) We have applied for additional funding for the Multi-cultural Festival which will be known as the Wisbech Come and Share Festival for music, dance and food.
- g) Plans are progressing for the Mini Olympics with the College of West Anglia joining Wisbech Grammar, Thomas Clarkson, Centre4, and the Hudson as partners. It is very encouraging.
- h) The new Admin Asst., Chloe Bruce, under the future jobs scheme, is shaping up to be useful. We have been able to do a great deal more than we would have without her. She was also ably assisted by members of the Youth Council.
- i) Copies of all minutes since 1969 have been copied up-to-date ready for binding.
- j) The new National Employers and Local Government Services for Car Allowances for 2010/2011 has been received and has been adopted (attached).
- h) Plans for the Freedom of the Town for Jody Cundy have been finalised – an extraordinary meeting of the Council will be called for 7.30 pm on Thursday 20 May 2010 in the Council Chamber - preceded by a visit to the Hudson at 5pm and watching a swimming event at the Hudson at 6pm.

**21. Correspondence from Cambs County Council (CCC)** (displayed on notice board)

None

**22. Correspondence from Fenland District Council (FDC)** (displayed on notice board)

none

**23. General Correspondence** (displayed on notice board)

none

**The meeting closed at 8.15 pm**

Signed.....

Dated.....

