

## Taunton Charter Trustees

Tuesday, 19th July, 2022,  
6.00 pm

The John Meikle Room - The Deane House



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**Members:** Sue Lees (Mayor), Brenda Weston (Deputy Mayor), Lee Baker, Chris Booth, Simon Coles, Tom Deakin, Caroline Ellis, Marcia Hill, Richard Lees, Libby Lisgo, Derek Perry, Martin Peters, Hazel Prior-Sankey, Francesca Smith, Federica Smith-Roberts and Danny Wedderkopp

### Agenda

#### 1. Apologies

To receive any apologies for absence.

#### 2. Declarations of Interest

To receive and note any declarations of disclosable pecuniary or prejudicial or personal interests in respect of any matters included on the agenda for consideration at this meeting.

(The personal interests of Councillors and Clerks of Somerset County Council, Town or Parish Councils and other Local Authorities will automatically be recorded in the minutes.)

#### 3. Public Participation

The Chair to advise the Committee of any items on which members of the public have requested to speak and advise those members of the public present of the details of the Council's public participation scheme.

For those members of the public who have submitted any questions or statements, please note, a three minute time limit applies to each speaker and you will be asked to speak before Councillors debate the issue.

#### **Temporary measures during the Coronavirus Pandemic**

Due to the temporary legislation (within the Coronavirus Act 2020, which allowed for use of virtual meetings) coming to an end on 6 May 2021, the council's committee meetings will now take place in the office buildings within the John Meikle

Meeting Room at the Deane House, Belvedere Road, Taunton. Unfortunately due to capacity requirements, the Chamber at West Somerset House is not able to be used at this current moment.

Following the Government guidance on measures to reduce the transmission of coronavirus (COVID-19), the council meeting rooms will have very limited capacity. With this in mind, we will only be allowing those members of the public who have registered to speak to attend the meetings in person in the office buildings, if they wish (we will still be offering to those members of the public that are not comfortable in attending, for their statements to be read out by a Governance and Democracy Case Manager). Please can we urge all members of the public who are only interested in listening to the debate to view our live webcasts from the safety of their own home to help prevent the transmission of coronavirus (COVID-19).

**4. Petitions**

To receive any petitions from residents of Taunton containing over 200 signatures in accordance with Standing Order 30.

**5. Motions to the Charter Trustees**

**6. Communications**

**7. To answer questions under Standing Order 8**

- A A Charter Trustee may ask the Mayor any question upon an item which is under consideration by the Charter Trustees.
- B Every question shall be put and answered without discussion. The person to whom a question has been put may decline to answer but shall give an explanation for declining to do so.
- C An answer may take the form of:-
  - 1 a direct oral answer; or
  - 2 where the desired information is contained in a publication of the Charter Trustees, a reference to that publication; or
  - 3 where reply to the question cannot conveniently be given orally, a written answer circulated to Charter Trustees.

**8. Community Governance Review for Taunton - Stage 2 Consultation** (Pages 7 - 26)

The Charter Trustees for Taunton have been notified by the District Council of the publication of the commencement of the second stage of consultation of the review. The Charter Trustees are able to submit a collective response or alternatively respond individually as Councillors.

At their meeting on 14<sup>th</sup> December 2021 the Charter Trustees collectively agreed to respond to the Stage 1 Consultation as follows;

“We believe that a single Town Council should be set up to cover at least the whole of the currently unparished area of Taunton.”

**9. Annual Internal Audit Report 21/22** (Pages 27 - 42)

The purpose of this item is to receive and note the Annual Internal Audit Report 2021/22.

**10. Assessment of Risk** (Pages 43 - 48)

The Charter Trustees resolved at their previous meeting;

- a) That a Draft Action Plan and Draft Risk Register is circulated to the Charter Trustees and then taken to a Special Meeting of the Charter Trustees in July 2022 to ensure compliance for the 2022/23 Municipal Year.

The Charter Trustees are invited to consider and approve the attached register, assess the risk facing the authority and suggest any further steps necessary to manage such risks.

**11. Appointment of Members of the Standing Cttee 22/23** (Pages 49 - 50)

To appoint Charter Trustees, from nominations received from each group, to serve on the Standing Committee for the year 2022/2023. The proposed ‘Powers and Duties’ of the Standing Committee are set out in the attached document. If the Committee allocated politically proportionally as per the Standing Orders there would be 6 Liberal Democrats and 1 Labour seat, though it was within the gift of the political groups as to whether they took up their full entitlement.

The current membership is as follows;

- Cllr Simon Coles (Chair)
- Cllr Chris Booth
- Cllr Tom Deakin
- Cllr Sue Lees

- Cllr Martin Peters
- Cllr Derek Perry
- Cllr Libby Lisgo

## **12. Past Mayor's Street Naming Convention**

(Pages 51 - 54)

It was raised with the Civic Office that there had apparently been a very longstanding custom of naming a road after Taunton and Taunton Deane Mayors as they passed away.

SWT Council's street naming and numbering team has not recently received any applications to register development addresses that had the names of Taunton Deane Mayors who have passed away.

Name suggestions have mostly come from parishes but the team is always open to receiving street name suggestions for new developments with names of past Mayors who have passed away and will use them. Any request to name the street should be sent to the Council's Street Naming and Numbering Officer using the email [addressmanagement@somersetwestandtaunton.gov.uk](mailto:addressmanagement@somersetwestandtaunton.gov.uk)

Attached is SWT Council's street naming and numbering guidance for more information on street and numbering.

This item is for discussion and for the Charter Trustees to note for future reference.

## **13. Any items which the Mayor consider to be urgent business**

Please note that this meeting will be recorded. At the start of the meeting the Chair will confirm if all or part of the meeting is being recorded. You should be aware that the Council is a Data Controller under the Data Protection Act 2018. Data collected during the recording will be retained in accordance with the Council's policy. Therefore unless you are advised otherwise, by entering the Council Chamber and speaking during Public Participation you are consenting to being recorded and to the possible use of the sound recording for access via the website or for training purposes. If you have any queries regarding this please contact the officer as detailed above.

Members of the public are welcome to attend the meeting and listen to the discussions. There is time set aside at the beginning of most meetings to allow the public to ask questions. Speaking under "Public Question Time" is limited to 3 minutes per person in an overall period of 15 minutes. The Committee Administrator will keep a close watch on the time and the Chair will be responsible for ensuring the time permitted does not overrun. The speaker will be allowed to address the Committee once only and will not be allowed to participate further in any debate. Except at meetings of Full Council, where public participation will be restricted to Public Question Time only, if a member of the public wishes to address the Committee on any matter appearing on the agenda, the Chair will normally permit this to occur when that item is reached and before the Councillors begin to debate the item.

If an item on the agenda is contentious, with a large number of people attending the meeting, a representative should be nominated to present the views of a group. These arrangements do not apply to exempt (confidential) items on the agenda where any members of the press or public present will be asked to leave the Committee Room. Full Council, Executive, and Committee agendas, reports and minutes are available on our website: [www.somersetwestandtaunton.gov.uk](http://www.somersetwestandtaunton.gov.uk)

The meeting room, including the Council Chamber at The Deane House are on the first floor and are fully accessible. Lift access to The John Meikle Room, is available from the main ground floor entrance at The Deane House. The Council Chamber at West Somerset House is on the ground floor and is fully accessible via a public entrance door. Toilet facilities, with wheelchair access, are available across both locations. An induction loop operates at both The Deane House and West Somerset House to enhance sound for anyone wearing a hearing aid or using a transmitter. For further information about the meeting, please contact the Governance and Democracy Team via email: [governance@somersetwestandtaunton.gov.uk](mailto:governance@somersetwestandtaunton.gov.uk)

If you would like an agenda, a report or the minutes of a meeting translated into another language or into Braille, large print, audio tape or CD, please email: [governance@somersetwestandtaunton.gov.uk](mailto:governance@somersetwestandtaunton.gov.uk)