



CHARTER TRUSTEES OF EAST RETFORD

Draft Minutes of the meeting of the Charter Trustees of East Retford held on Saturday 19th January 2019, in the Chairman's Room, Retford Town Hall.

The Town Mayor, Cllr M. Storey, opened the meeting and thanked everyone for their attendance.

Present:

Cllrs: Callingham, Clarkson; Oxby; Richards, Storey, Tromans, Troop

1. Apologies: Cllrs Anderson; Quigley; Shaw

2. There were no Declarations of Interest

- **An additional item was inserted at this point:** Mr Patrick Ferry representing Trent Side Soul appealed to members for a free use of the Town Hall for a fund-raising event at The Town Hall on 28th September 2019 (Booking awaiting confirmation). The concert is being held to raise funds for The Bluebell Wood Children's Hospice. The Mayor offered one of his free days for future use but it was generally felt BDC was unhappy to hold unused days over into the next year. Cllr Oxby proposed that an alternative means to underwrite the cost of hiring the Ballroom and Bar, was for him to allocate his outstanding funds that Councillors have to distribute to good causes. Other Trustees followed suit and it was **RESOLVED** that funding to support the concert and to contribute to the Charity would be made available from this year's Councillor's funds which would more than meet the cost of hire. Mr Ferry thanked the Trustees and would let them know when the booking was confirmed.

3. Minutes from 30th November 2018 were tabled, **approved and signed.**

4. Matters Arising from September Minutes:

- i. The appointment of Mrs Angela Walton to the post of Mayor's Attendant was made on 11th January 2019 and this was appointment was **ratified** and it was further **agreed** to allocate a budget of £500 p.a. to the post, to be paid as an honorarium. The Clerk was asked to write to Mrs Walton to confirm the details of her appointment and invite her to the next Trustees Meeting to meet the current group of Trustees. **(ACTION)**
- ii. The issue of The Mayor's Cadet was discussed and the Clerk read out a letter sent by Cllr Anderson to Flight Lt Robert Morton outlining the nature and conditions of the role. The issue will return to the next meeting by which time Cllr Anderson may have received a reply along with a nomination for the first of the Cadets to take up post at Whitsun 2019.
- iii. The Mayor confirmed that the chain has been handed over to Hunts-The-Jewellers for repairs amounting to £625 net of VAT. Hunts will also undertake a valuation of the chain for insurance purposes.
- iv. No further progress has been made on a commemorative piece for display at the Town Hall for local soldiers who served in the Crimean War. The Clerk will contact Harry Foxley and Mr Turner to move this forward. **(ACTION)**



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- v. The Clerk/RFO still does not have signatory powers for the Trustees Account. Cllrs Storey and Troop will seek a new mandate form to expedite this. **(ACTION)**
- vi. The Mayor has held over to next year one of his Free Use Days for the Model Railway Society, which has been agreed by BDC. A budget has also been included for refreshments for Remembrance Sunday 2019. There are still some free use dates available if Trustees wish to recommend their usage.

5. Financial Statement was presented showing a bank balance of **£14,471.85** and a list of expenditure against budget plans. This was **agreed and signed** by the Chairman. There are still some outstanding invoices to be paid including a payment to the British Legion for the Poppy Fund. The Mayor agreed to present these invoices for payment. **(ACTION)**

6. Annual Budget Plan was presented to the meeting by the RFO and **APPROVED** with some minor updates. It was **AGREED** to hold the precept at current levels of £1.30 for the following year to raise the proposed budget of £9,095. The RFO/Clerk will complete the paperwork and send this to Dave Hill at Queen's Buildings, Worksop. **(ACTION)** The Agreed Budget Plan (2019/2020) is attached to these minutes.

7. Mayor's Events There were two Mayor's Events reported:

- i. Carol Concert at St Swithun's Church. This is a regular event and should form a permanent fixture on the Mayor's list of annual events. The Clerk will note this and create a calendar of regular events. **(ACTION)**
- ii. Coffee Morning at The Town Hall in December 2018.

8. Correspondence: Letter from Councillor Anderson to The Cadet Service was read aloud (see above).

9. Next Meetings: BDC to be notified of arrangements for: **(ACTION)**

- **Saturday 6th April 2019 10.00, to be held in the Chairman's Room, Retford Town Hall** (at which end of year accounts must be presented ready for audit). **(ACTION)**
- **There will be a further meeting in May following Local Government elections – date to be arranged.**
- **Wednesday 5th June 2019 12.00 Mayormaking to be held in The Ballroom, Retford Town Hall.**

There being no further business the Mayor closed the meeting at 11.05 am

