



Brixham Town Council

Minutes of the Annual Meeting of Brixham Town Council

held in the Function Room, Brixham Town Hall; 12th May 2016 at 7.00pm

Present: Cllrs P Addison, R Clarke, V Campbell, I Carr, S Clutterbuck, D Giles, J Regan, J Stock, J Stockman, S Walker-Haworth & J Wilbraham.

Attending: Tracy Hallett, Town Clerk; Linda McGuirk, Assistant to the Town Clerk and 4 members of the public.

16062. To elect a Chairperson of the Council for 2016/17.

Cllr R Clarke was nominated and elected unopposed to the office of Chairperson.

16063. To receive the Chairperson's declaration of acceptance of office.

Cllr R Clarke declared her acceptance of office and signed the declaration form.

Cllr J Regan thanked Cllr P Addison for his unstinting work as Chairperson for the past two years.

16064. To elect a Vic Chairperson of the Council for 2016/17.

Cllr J Stock was nominated and elected unopposed to the office of Vice Chairperson.

16065. Apologies for absence through the Clerk.

Apologies were received from Cllr M Morey

16066. Declarations of Interest in items on the agenda.

None received.

The Declarations of interest register was available to sign.

16067. To confirm and sign the minutes as a true record of the meetings held on 31st March 2016 and 21st April 2016.

The minutes of 31.03.16 & 21.04.16 were **resolved** and signed as a correct record.

16068. To consider recommendations from the Evaluation Committee:

- **To adopt the Financial regulations**

Cllr R Clarke explained the changes that have been made to the Financial Regulations. It was **resolved** to adopt the Financial Regulations.

- **To adopt the Committee Terms of reference**

Cllr R Clarke explained the changes that have been made to the Committee Terms of Reference. It was **resolved** to adopt the Committee Terms of Reference with the additional of the amendment 'that the Vice Chair of the Evaluation committee to be held by the Chairperson of BTC'.

- **Council Structure including outside bodies representations**

It was **resolved** to accept the new structure and streamline representation on outside bodies. It was noted that most groups are all operating efficiently now and no longer needed the regular attendance of a Brixham Councillor. However, Brixham Town Council would continue to support groups, where possible, should they require any help.

16069. To consider a recommendation from BrixhamFuture:

It was **agreed** to suspend standing orders.

Nigel Makin was invited to speak to the Council regarding the benefits and proposed locations of the Big Belly Bins during the trial period.

It was **agreed** to reinstate standing orders.

It was **resolved** to support the trial period of the big belly bin scheme for a minimum of 6 and maximum of 8 weeks to include July and August 2016. A discussion took place on the bin locations and it was **agreed** to request the relocation of one belly bin to the New Pier instead of the suggested large blue litter bin.

It was further **agreed** that the Planning and Regeneration Committee should open discussions with Torbay Council on the continuation of the big belly scheme into the future.

16070. To elect membership of the Committees and Outside Bodies.

Committee and outside body membership was **resolved** as per the chart in Annex 1 to these minutes.

16071. To confirm the appointment of K Abraham as Internal Auditor for 2016-17.

It was **resolved** that Mr K Abraham be confirmed as the Internal Auditor for Brixham Town Council for 2016 -2017.

16072. To accept and sign the Annual Return.

It was **resolved** to accept and sign the Annual Governance Statement 2015/16. It was **resolved** to accept and sign the Accounting Statements 2015/16.

16073. To agree the Full Council calendar of meetings for 2016-17.

It was **resolved** that the Full Council meeting dates for the year should be as follows and that Committees should agree their own meeting dates for the year at their next meeting.

16.06.16	21.07.16	01.09.16	13.10.16
17.11.16	12.01.17	16.02.16	16.03.16
20.04.17	18.05.17		

16074. To accept updates to members Register of Interests.

None received; members were reminded that registers must be kept up to date.

16075. To present items for the next agenda.

- To look at the healthcare provision for the town.
- Invite Terry Manning, Executive lead for the Environment & Flooding to attend next Full Council meeting.
- Police report

16076. To consider the exclusion of the press and public due to the confidential nature of the business about to be undertaken.

It was **resolved** to exclude the press and public.

16077. To agree the Winner of the 2016-17 Civic Award.

It was **resolved** to present the 2016 Civic Award to Cecilia Kean.

The award will be presented at the Parish Meeting on the 19th May 2016.

The meeting closed at 8.35pm.

Chairperson

Date.....

