



# EVESHAM

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## TOWN COUNCIL

**MINUTES OF THE ADJOURNED ANNUAL MEETING OF THE TOWN COUNCIL**  
**HELD ON MONDAY 20<sup>TH</sup> MAY 2024**  
**AT WALLACE HOUSE, EVESHAM AT 6:30PM**

- PRESENT:** Councillor: R. Raphael (Mayor)
- Councillors: J. Clatworthy, M. Arens, A. Booth, P. Boyd, Mrs S. Amor, S. Brotherton, D. Davis, A. Dyke, M. Goodge, Mrs M. Griffiths, Mrs J. Haines, T. Haines, R. Hale, Miss S. Hemming, Mrs C. Kimberley, W. Kimberley, Ms A. Lyon, J. Campbell Muir, Mrs E. Nishigaki, Mrs C. Smith, Mrs E. Stokes and Mrs J. Tucker
- OFFICERS PRESENT:** Mrs J. Adams, Town Clerk
- ALSO PRESENT:** 6 members of the public

**14. Apologies for Absence**

Apologies for absence had been received from Cllr P. Scurfield.

**15. Declarations of pecuniary or other interest**

There were none.

**16. Announcements by the Town Mayor**

The Mayor thanked everyone who had attended the Mayor-Making ceremony and reception the previous week. He thanked the town council officers who had moved the ceremony from the Town Hall to the church at very short notice.

He welcomed new councillors Sharon Hemming, Dave Davis and Mike Arens. Farewell wishes were given to the vicar of Hampton Mark Binney, who was retiring. He congratulated Mick Hurst on the success of the Battle of Evesham artisan market which had taken place the past weekend.

Date for the diary: Mayor's Charity Quiz night on the 4<sup>th</sup> June at 8pm at Hampton Club.

**17. Minutes of the Previous Meeting**

Minutes of the meeting of the 8<sup>th</sup> April 2024 had been circulated and were agreed and adopted as a true record, subject to an amendment to Cllr Hale's declaration of interest as his being a director of Littleton and Badsey Growers, the organisation that owned BHGS.

**18. Committee Minutes**

- a) Planning and Estates Committee – 15th April 2024
- b) Planning and Estates Committee – 7th May 2024



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It was resolved to approve the minutes including the committee's recommendations for the above meetings.

### 19. Council Committees

#### a) Review of Terms of Reference of Committees

It was resolved to approve the minutes subject to amendment of part of the Town terms of reference from "This committee is made up of 5 town councillors including the Mayor and Deputy Mayor" to "This committee is made up of 5 town councillors in addition to the Mayor and Deputy Mayor".

#### b) Appointments to Council Committees

It was resolved to carry out a paper ballot and that standing order 8a be suspended allowing results to be decided as first past the post. The Mayor and Deputy Mayor being ex-officio members of all committees, the following appointments were confirmed in addition:

- i. Planning and Estates Committee: Cllrs Arens, Boyd, Davis, Griffiths, Hale, Hemming, C. Kimberley, B. Kimberley and Scurfield.
- ii. Finance and General Purposes: Cllrs Arens, Amor, Booth, Brotherton, Dyke, Davis, Goodge and Stokes.
- iii. Town Plan Committee: Cllrs Tucker, B. Kimberley, C. Kimberley, Hale and Goodge.
- iv. Personnel Committee: Cllrs Amor, Arens, Davis, Goodge and Stokes.

#### Steering Groups

- i. Almonry Advisory Panel: Cllrs Brotherton, Boyd, Clatworthy, Campbell Muir, Griffiths, Hale and Smith.
- ii. Town Hall Working Group: Cllrs Raphael, Davis, Dyke, Griffiths, C. Kimberley, B. Kimberley.

### 20. Appointments of Council's Representatives to Outside Bodies

Estate Charity of John Rudge: Cllrs Brotherton and Stokes

Evesham Relief in Need Charity: Cllrs Raphael and Boyd

Vale Volunteers: Cllrs Amor and Clatworthy

Vale Bus and Rail: Cllrs Lyon and Tucker

Worcestershire CALC: Cllrs Goodge and Raphael

Samuel Wallace Smedley Trust Board: Cllr Goodge

Cross Parish Cycles and Pathways Project Group: Cllr Hale

### 21. Review of staff/council subscriptions

It was resolved to renew the council's subscriptions to the following organisations:

- Society of Local Council Clerks (SLCC)
- Cotswold Line Promotion Magazine
- Museums Association



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- Worcestershire County Association of Local Councils
- Institute of Cemetery and Crematorium Management ICCM
- Hereford and Worcester Chamber of Commerce
- National Allotment Society

Cllr Tucker suggested that the council join the Rural Services Network. This would be added to the next agenda.

**22. Review of Standing Orders and Financial Regulations**

A working group had been set up to make recommendations on a review of the documents however the NALC update of the model Financial Regulations had been severely delayed, hampering progress. The original group members were willing to continue and were asked to report to the town council meeting in July.

**23. Re-Adoption of the General Power of Competence**

It was resolved that that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, the Town Council would adopt the General Power of Competence.

**24. Review of Asset Register**

The Asset Register was reviewed and it was resolved that no amendments were required.

**25. Insurance cover**

The insurance provision was reviewed. Quotations for alternative providers were requested although it was noted that time was short. The policy document would be circulated.

**26. Review of Complaints Procedure**

The Complaints Procedure was reviewed and it was resolved that no amendments were required.

**27. Review of procedures regarding Freedom of Information requests**

The procedures regarding Freedom of Information requests were reviewed and it was resolved that no amendments were required.

**28. Review of Communications and Media Protocol**

The Communications and Media Protocol was reviewed and it was resolved that no amendments were required.

**29. Market Licence**

It was resolved to keep the market fees at the current level until the licence break clause in 2025.



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There being no further business the meeting was closed at 8.40pm.

CLlr R. Raphael  
Mayor