

SKEGNESS TOWN COUNCIL

Minutes of the Annual Council Meeting

Held at 7.00 pm on Wednesday, 5th May 2021

PRESENT: Councillor M Dannatt (Town Mayor) in the Chair.

Councillors: P Barry, B Brookes, D Brookes, J Brookes, T Burnham, S Claxton, S Dennis, D R Edginton, A Findley, G Saxon, P Sutton and T Tye.

Officers: Town Clerk and Deputy Town Clerk.

The meeting was live streamed via YouTube for press and public viewing.

Before the meeting started the Mayor informed Council that he had sent a letter of condolence to Her Majesty The Queen on the death of HRH Prince Philip the Duke of Edinburgh on behalf of the Council and residents of Skegness. He also advised of the sad death of a Former Mayor Sheila Mackenzie and sent condolences to her family.

C 1. ELECTION OF THE TOWN MAYOR FOR 2021/22 (Agenda Item 1)

Councillor D Brookes proposed that Councillor T Burnham be elected Town Mayor for 2021/22. This was seconded by Councillor S Claxton. In the absence of any further nominations, it was

RESOLVED: *That Councillor T Burnham be elected Town Mayor for the ensuing year.*

Councillor T Burnham was invested with his chain of office and congratulated by the retiring Town Mayor. Mrs J Burnham, Mayoress, was invested with her chain of office.

C 2. TOWN MAYOR'S DECLARATION, ACCEPTANCE OF OFFICE AND APPOINTMENT OF CHAPLAIN (Agenda Item 2)

Councillor T Burnham signed and read out the Declaration of Acceptance of Office and thanked Members for his election, pledging himself to serve the Council and Town to the best of his ability during the forthcoming year.

Councillor T Burnham, Town Mayor, in the Chair

The Town Mayor appointed the Reverend I Banks as his Chaplain for the ensuing year and informed that his charities would be Royal British Legion (Skegness Branch) and Alive & Kicking.

C 3. ELECTION OF THE DEPUTY MAYOR FOR 2021/22 (Agenda Item 3)

Councillor T Tye proposed that Councillor B Brookes be elected Deputy Town Mayor for 2021/22. This was seconded by Councillor A Findley. In the absence of any further nominations, it was

RESOLVED: *That Councillor B Brookes be elected Deputy Town Mayor for the ensuing year.*

Councillor B Brookes was invested with his chain of office and congratulated by The Town Mayor.

C 4. DEPUTY TOWN MAYOR TO SIGN THE DECLARATION OF ACCEPTANCE OF OFFICE (Agenda Item 4)

Councillor B Brookes signed and read out the Declaration of Acceptance of Office and thanked Members for his election, pledging himself to serve the Council and Town to the best of his ability during the coming year.

C 5. VOTE OF THANKS FOR THE RETIRING MAYOR (Agenda Item 5)

Councillor T Burnham proposed a Vote of Thanks to the retired Mayor. This was seconded by Councillor D Brookes.

RESOLVED: *That a Vote of Thanks be accorded to Councillor M Dannatt in recognition of the service he had rendered to the Council and the Town during his two years of office.*

The retired Town Mayor was presented with a crystal award.

C 6. TO APPROVE THE MINUTES OF THE LAST MEETING (Agenda Item 6)

It was proposed, seconded and

RESOLVED: *That the minutes of the last Council meeting held on Wednesday 7th April 2021 be confirmed as a correct record.*

C 7. TO NOTE APOLOGIES RECEIVED BY THE TOWN CERLK PRIOR TO THE MEETING (Agenda Item 7)

An apology for absence was received from Councillors M Anderson, S Blackburn, R Cunnington, S Emsen, D Kirk and S Kirk.

C 8. DECLARATIONS OF INTEREST (Agenda Item 8)

There were no Declarations of Interest.

C 9. MANAGEMENT COMMITTEE MEETING MINUTES (Agenda Item 9)

It was proposed, seconded and

RESOLVED: *That the minutes of the Management Committee meeting, held on Wednesday 21st April 2021 be approved and the resolutions therein be adopted.*

C 10. TO REVIEW AND APPROVE STANDING ORDERS (Agenda Item 10)

The Town Clerk went through the revisions in Standing Orders pointing out the amendments should remote meetings be permitted, length of meetings and the implication to motions. A discussion took place.

It was proposed, seconded and

RESOLVED: *That:-*

- a) An amendment be made to remove items i to k in section 9, Motions.*
- b) The length of meeting time be amended to 2.5hrs.*

C 11. TO REVIEW AND APPROVE FINANCIAL REGULATIONS (Agenda Item 11)

The Town Clerk went through the Financial Regulations explaining that any changes were highlighted.

It was proposed, seconded and

RESOLVED: *That the Financial Regulations be approved.*

C 12. TO CONSIDER THE REPORT OF THE INTERNAL AUDITOR FOR 2020/21 (Agenda Item 12)

The Town Clerk explained that the internal auditor report had been received and circulated today and that it would be brought to the next Council meeting to fully consider and should now be considered alongside item 13.

It was proposed, seconded and

RESOLVED: *That item 12 be considered along item 13.*

C 13. TO CONSIDER AND APPROVE THE ANNUAL GOVERNANCE STATEMENT, ACCOUNTS AND ANNUAL RETURN 2020-21 (Agenda Item 13)

The Town Clerk presented and explained the Annual Return 2020/21 document and went through the Annual Governance Statement. Copies of the Accounts, annual return and the Council's asset register were presented. Questions on the annual governance statements were answered by the Town Clerk. It was pointed out that there was a duplication on the inventory which needed removing before submission.

7:51 pm Cllr J Brookes left the meeting.

It was proposed, seconded and

RESOLVED: *That:-*

- a) a recorded vote takes place.
- b) Council responds “YES” to statements 1-8 in section 1 of the Annual Return 2020/21 and “Not Applicable” against statement 9.

For: Cllrs B Brookes, D Brookes, T Burnham, S Claxton, M Dannatt, S Dennis, D Edginton, A Findley, G Saxon, P Sutton and T Tye.

Against: None.

Abstain: Cllr P Barry.

- c) the remaining recommendations be taken on block.

For: Unanimous.

- d) the Accounting Statements in section 2 of the Annual Return 2020/21 including the end of year reserves and asset register (with duplication removed) and associated write-offs as set out and appended to this report be approved.
- e) Council approve that the Annual Return is opened for public inspection and submission to the External Auditor.
- f) Council notes that the internal audit report has been signed off with no concerns.

For: Unanimous.

**C 14. TO APPROVE THE COMMITTEE STRUCTURE FOR 2021/22
(Agenda Item 14)**

The current structure was presented.

It was proposed, seconded and

RESOLVED: *That the continuation of the Committees and delegations, as set out in the report, be approved.*

**C 15. TO CONFIRM THAT ALL APPOINTMENTS TO COUNCIL APPOINTED TASK & FINISH WORKING GROUPS REMAIN UNCHANGED
(Agenda Item 15)**

It was proposed, seconded and

RESOLVED: *That the groups continue for 2021/22.*

C 16. TO CONFIRM THAT ALL APPOINTMENTS TO OUTSIDE BODIES REPRESENTATIVES REMAIN UNCHANGED (Agenda Item 16)

It was proposed, seconded and

RESOLVED: *That the representatives to outside bodies remain unchanged.*

C 17. TO CONFIRM OFFICER DELEGATIONS (Agenda Item 17)

The Town Clerk went through the officer delegations and answered questions from Councillors.

It was proposed, seconded and

RESOLVED: *That the officer delegations, as set out in the report, be approved.*

C 18. TO CONFIRM EXISTING PAYMENT SIGNATORIES (Agenda Item 18)

It was proposed, seconded and

RESOLVED: *That existing signatories remain unchanged.*

C 19. ANNUAL GENERAL DATA PROTECTION REGULATIONS (GDPR) REVIEW (Agenda Item 19)

The Deputy Town Clerk presented the report to review the Council's compliance with GDPR regulations.

8:21pm Cllr G Saxon left the meeting.

It was proposed, seconded and

RESOLVED: *That:-*

- a) no issues or concerns regarding Council compliance be raised.*
- b) the application be noted.*

C 20. CLIMATE CHANGE WORKING GROUP (Agenda Item 20)

Meeting notes from the Climate Change Working Group were presented.

It was proposed, seconded and

RESOLVED: *That the meeting notes be approved, and the actions adopted.*

C 21. LCC ACTIVE TRAVEL FUND CONSULTATION (Agenda Item 21)

A discussion around the proposal to have a traffic free corridor on Lumley Avenue took place. Concerns were raised on the potential impact on local business and the need to further understand the scheme and consult the local businesses that may be affected.

It was proposed, seconded and

RESOLVED: *That:-*

- a) Councillors respond individually to the consultation.*
- b) the Town Clerk writes to LCC to indicate that Council felt there was insufficient information on how the scheme would work in practice and highlight the need for direct consultation with businesses that operate in Lumley Road.*

C 22. VIRTUAL MEETINGS UPDATE (Agenda Item 22)

The Town Clerk informed Council that at the moment legislation only permitted virtual meetings up until the 7th May 2021. This would mean that it would be hard to manage the risks involved in face-to-face meetings until after 21st June 2021 when further restrictions are due to be lifted. A discussion took place.

It was proposed, seconded and

RESOLVED: *That:-*

- a) the Town Clerk be delegated emergency authority to comment on planning applications on behalf of Council until 21st June 2021, or after further restrictions are lifted if later.*
- b) Informal Planning meetings be held up until restrictions are lifted to instruct the Town Clerks comments.*

The meeting closed at 8.52 pm.