



# CHILTON TOWN COUNCIL

## **Minutes of a meeting of Chilton Town Council**

held in Hutton House, on Tuesday 28th September 2021 after Policy and Resources meeting.

**Chairman:** *Councillor E.Bruce (Mayor)*

**Present:-** *S.Sutherland, A.Bruce, V.Collinson, P.Davies, P.Malpas, L.Rundle*

**In attendance:** Mr. J.Robinson, Acting Town Clerk

**Members of the public:** nil

### **OM126.0/21. APOLOGIES**

Cllrs. M.Young, J.Cairns, K.Hornsby

### **OM127.0/21 DECLARATION OF INTERESTS**

Nil

### **OM128.0/21. MEMBERS' DISPENSATION**

None.

### **OM129.0/21 FORTHCOMING EVENTS FUNDING**

The Mayor advised members that at the July Full Council It was agreed to hold this Special meeting to agree the delegation of spending on the following events to the relevant Committee due to the need to ensure all aspects of the event are paid for in the relevant time period. The delegation is for the allocated funding within the set Council budget.

Several members expressed the opinion that on this occasion this approach should be adopted and the issue of Committee delegation be considered when reviewing Standing Orders.

**Resolved:-** Cllr. A.Bruce proposed, Cllr. V.Collinson seconded and carried, to agree the delegation of funding as per Council set budget to Committee Chair and Vice Chair of Community for all Community events during 2021

### **OM130.0/21 ANNUAL AUDIT**

The Acting Town Clerk referred members to the Policy and Resources meeting held earlier, when members had formally considered the External Auditors Report. It is a requirement for the Full Council to adopt and endorse the External Audit Report and to agree to publish same. The action plan referred to in the same meeting to be implemented and any additional recommendations from Mr. D.Shingleton will also be implemented.

**Resolved:-** Proposed Cllr. S.Sutherland seconded by Cllr. V.Collinson and unanimously agreed to accept and endorse the External Audit Report, formally publish the document and implement action plan as and when required.

### **OM131.0/21 RISK REGISTER**

The Acting Town Clerk advised with the relaxing of COVID restrictions there is a need to revisit and agree the Risk Register formally agreed by members at their meeting in May. A draft Risk Register was circulated by the Acting Town Clerk.

**Resolved:** on a proposal by Cllr. S.Sutherland seconded by Cllr. V.Collinson and agreed, to endorse the draft Risk Register as tabled by the Acting Town Clerk and for it to be implemented.

### **OM132.0/21 PUBLISHING MINUTES**

The Clerk advised a member of the public had requested the draft minutes be published before formal adoption by Full Council.

**Resolved:** on a proposal by Cllr. V.Collinson seconded by Cllr. P.Davies and agreed to publish all draft minutes within 14 working days of the meeting on Council website, and to publish all adopted minutes once approved by Council.

### **OM133.0/21 NEXT MEETING**

To be held Tuesday 14th October 2021, in Hutton House.

Signed:-

Mayor of Chilton  
14<sup>th</sup> October 2021