

# CHARTER TRUSTEES OF BEXHILL

## MINUTES OF THE MEETING HELD AT THE TOWN HALL, BEXHILL

ON WEDNESDAY 7<sup>TH</sup> MARCH 2018

### Present:

Cllr A Azad - Deputy Town Mayor (Presiding)  
Councillors: - J Carrol ,R Carrol, C Clarke  
Mrs D Earl-Williams  
S Earl, S Elford, I Hollidge,  
Mrs J Hughes, Mrs J Potts and M Watson

### In attendance

Revd. D Reynish Mayor's Chaplain  
T Cox Clerk  
A Manoukian Mace Bearer

---

**1 PRAYERS** Fr David Reynish opened the meeting with prayers

The Mayor welcomed all present.

**2 Apologies for absence** – The Mayor Cllr. T Graham  
Councillors Douart, Mrs Hollingsworth, Mrs Johnson ,  
Kentfield and Kenward

**3 The minutes of the meeting of the 25<sup>th</sup> October 2017.**  
These were **APPROVED** and signed as a correct record of the  
meeting by the Deputy Mayor.

**4 Matters arising from the minutes**

A note prepared and sent to the Clerk by Cllr Kenward of the  
decisions of a confidential meeting of Trustees held in December was  
noted. The Clerk asked that the decisions of the December  
confidential meeting should be recorded in the minutes of the current  
meeting.

"The Clerk to the Trustees and the Mace Bearer remain on their current remuneration, and that this should be reviewed annually, any changes starting with effect from the beginning of the new civic year.

Laptop and printer. As previously agreed by the Trustees, £400 and £200 for laptop and printer together with the authority to enter into an agreement for ink on a monthly supply contract, if available on the printer. This equipment to remain the property of the Charter Trustees. Also that Rother print room be contacted to discuss any printing/photocopying needs of the Trustees.

That up to £150 be authorised for additional staff to help at mayor making."

**Proposed by Cllr Elford, Seconded Cllr Earl. The note should be entered in the records as a formal decision of the Trustees. AGREED**

## **5 Mayor and Deputy Mayor's communications**

In the absence of the Mayor the Clerk gave an account of the Mayor's engagements from late October until Christmas 2017 –from which time the Mayor has been unwell. (The details can be found on the circulated weekly Mayor's Diary and also now on the Charter Trustees website.)

The Deputy Mayor gave a detailed account of the engagements he had met since the last meeting of Trustees. He had enjoyed the duties and was pleased to be able to serve the Mayor in his absence.

Councillor Watson **moved a vote of thanks** to Councillor Azad for his service to the Town during this year in the extended sad absence of our Mayor. This was readily **AGREED**

## **6 NOMINATIONS FOR TOWN MAYOR AND DEPUTY MAYOR 2018/2019**

Nominated for Mayor; **Cllr Azad** by Cllr Hollidge ;Seconded by Cllr. Cllr Clark .Cllr Azad confirmed his willingness to serve if appointed at Mayor-Making.

No further nominations for Mayor.

Nominated for Deputy Mayor **Cllr Hollidge** by Cllr Mrs Hughes; Seconded by Cllr R Carroll. Cllr Hollidge confirmed his willingness to serve if appointed at Mayor-Making

No further nominations for Deputy Mayor.

## 7 FINANCIAL STATEMENT and UPDATE

The Clerk presented his report for the year to date which took account of decisions made in October and December.

All expenditure was within budget with balances at 19 February of ;-

**RESERVE** £4014.14

**CURRENT** £5213.85 with an outstanding creditor of £2400 Mayor's Allowance

The Clerk had written to the Mayor asking if he was planning to draw his allowance or otherwise distribute it to his selected charities. To date he had not received a response. At the suggestion of Cllr. Earl the meeting **agreed** that the Mayor should be asked to decide as soon as possible this month what he would do to avoid any banking transfer difficulties, if required before May Mayor-Making. (Noting that there was to be a change of Clerk and bank signatories.) The Clerk will progress.

The 2018-2019 Precept for £14125 was in process.

The meeting noted that the Zurich Municipal insurance was to be renewed at a cost of £927 ( £910 for 2017/2018) on 1<sup>st</sup> April 2018 and this will be arranged.

The meeting **NOTED** the financial report.

## 8 ARRANGEMENTS FOR THE HANDOVER OF THE CLERK'S WORK

The Clerk had provided a note of the issues requiring the Trustees attention as he was leaving at the end of March.

Cllr Earl reported that he and other Trustees had been in discussion with a person who may be willing to take up the post. He asked for the Trustees approval to make a formal approach to the person with the hope that she could start as soon as possible to achieve a smooth handover. This was **AGREED**. The Clerk said he would do all he could to facilitate the arrangements and would be available from Thursday 15<sup>th</sup> March.

## 9 ANY OTHER BUSINESS

WEBSITE The Clerk confirmed the completion of the "shell" Charter trustees website which can be found at [bexhillmayorsoffice.website](http://bexhillmayorsoffice.website) which had been designed by himself

with great IT help from the RDC staff who would keep the site updated with material supplied from the Clerk's office .It would have a link to the RDC main website and should provide useful updated information regarding the Mayor's activities and diary as well as historical information and the statutory evidence of the audited accounts. The meeting expressed their approval of this initiative.

BEXHILL HERITAGE This recently formed organisation has requested the Charter Trustees permission to use the Crest on their promotional material. A number of Trustees speaking warmly of this organisation and their early initiatives including the rail station clock, saw that that Bexhill Heritage may be able to obtain funds to carry out much needed renovation works of notable landmarks in the Town. They welcomed the opportunity to encourage Bexhill heritage.

Proposed by Cllr Earl, Seconded by Cllr Watson ;-

**That Bexhill Heritage be granted the use of the Crest . This award to be granted at this year's Mayor-Making**

Approved.

**10 Date of Next Meetings**

Confirmed as

Annual Meeting and Mayor-Making Wednesday 23rd May 6.30

To include approval of accounts Wednesday 13<sup>th</sup> June 5.30

Wednesday 24<sup>th</sup> October 5.30

Approved and signed.....

Date.....