

**MINUTES OF THE MEETING OF THE TOWN COUNCIL OF ROYAL LEAMINGTON SPA
HELD ON 09 JUNE 2022.**

PRESENT: Councillors Nick Wilkins (Chair), Alan Boad, Sarah Boad, Julija Boulton, David Brunson, Will Bryce, Mubarik Chowdry, Judith Clarke, Bill Gifford, Jennifer McAllister, Louisa Radice, Ruggy Singh and Amanda Stevens.

Officers: Town Clerk

12. **APOLOGIES FOR ABSENCE**

Cllr Susan Rasmussen, Cllr Janet Alty, Cllr Jade Mcghee

13. **DECLARATIONS OF INTEREST**

Cllr Bill Gifford declared a non-pecuniary interest as County and District Councillor.
Cllr Alan Boad declared a non-pecuniary interest as a District Councillor.

14. **PUBLIC FORUM**

None

15. **COUNTY AND DISTRICT COUNCILLOR FORUM**

Cllr S Boad noted that Warwickshire did not receive any Bus Service Improvement Plan funding from central government. A notice of motion was agreed at WCC to look at the recently developed Bus Service Improvement Plan for Warwickshire and consider what can be done with WCC's own local resources.

Cllr A Boad noted that the district council is creating a masterplan for the Court Street canal area.

16. **ANNUAL GOVERNANCE STATEMENT AND ACCOUNTS – INTERNAL AUDIT REPORT**

Resolved that the Annual Internal Audit Report 2021/22 is noted and received

17. **ANNUAL GOVERNANCE STATEMENT 2021/22**

Resolved that the Annual Governance Statement 2021/22 is approved, with all statements being answered in the affirmative.

18. **ACCOUNTING STATEMENTS**

Resolved

that the Accounting Statements for 2021/22 are approved.

that the Council's compliance with the requirements in relation to the exercise of public rights of inspection is noted

19. STANDING ORDERS

The Council considered report number 6 in relation to draft revised standing orders.

Resolved that the revised standing orders are adopted (with minor further amendments to ensure non gender specific terminology).

20. CODE OF CONDUCT

The Council considered report number 7 regarding the new model code of conduct

Resolved that the Local Government Association Model Councillor Code of Conduct is adopted.

It was noted that Councillors will need to complete the new Register of Members' Interests form, which requires a broader range of interests to be identified. This will be circulated with relevant guidance.

21. POLICY REVIEW

The Council considered report number 8 regarding updated policies in respect of Health & Safety and Complaints

RESOLVED that the revised / updated policies in relation to Health & Safety and Complaints are adopted.

22. UPDATES FROM REPRESENTATIVES ON EXTERNAL BODIES

The Town Council considered updates from representatives on external bodies.

Cllr S Boad noted that WALC has now become a limited company – and SB has thus become a director of WALC. Cllr Boad noted that the area committees of WALC are likely to meet more frequently.

The Clerk noted that the chair of the Chamber of Trade had been in contact and further dialogue would take place.

The Town Clerk noted that the transformation board had met just last night and was progressing its activities. It had consider communication and will be making information available about its activities in due course.

23. APPOINTMENTS TO OUTSIDE BODIES

There was discussion regarding the CIL (Community infrastructure Levy) and Climate change working groups and it was felt that they should be kept as separate groups, whilst acknowledging there may be some overlap.

It was noted that the Leamington In Bloom and Blue Plaques Working Groups are ably supported by the Democratic Support Officer.

RESOLVED that the following appointments are made

Outside Body	Organising Body	No of seats	Current Appointments
Christmas Lights Event Working Group	Warwick District Council	2	Cllr S. Rasmussen Cllr A. Stevens
Warwickshire Association of Local Councils - County Committee	Warwickshire Association of Local Councils	1	Cllr S. Boad
Warwick District Mobility Ltd	Warwick District Mobility Ltd	2	Cllr D. Brunson Cllr N. Wilkins
Leamington International Twinning Society- Executive Committee	Leamington International Twinning Society	1	Cllr A. Stevens
Leamington Chamber of Trade	Chamber of Trade	1	Cllr J. Clarke
Warwickshire Pension Fund – Annual General Meeting	Warwickshire County Council	1	(currently being attended by Officers)
Creative Quarter Partnership Board	Warwick District Council	1	Cllr S. Rasmussen
Leamington Town Centre Transformation Board	Warwick District Council	1	Cllr S Rasmussen.
Town Centre Community Safety Forum	To be re-instigated.		Cllr J Clarke Cllr N Wilkins
Town Council Working Groups			
Blue Plaques	Royal Leamington Spa Town Council	1	Cllr J. McAllister
Communications	Royal Leamington Spa Town Council	4	Cllr J. Clarke Cllr D. Brunson Cllr W. Bryce Cllr M. Chowdry
Leamington in Bloom	Royal Leamington Spa Town Council	1	Cllr A. Stevens
Accommodation	Royal Leamington Spa Town Council	3	Cllr J. Clarke Cllr S. Boad Cllr N. Wilkins
Community Infrastructure Levy (CIL)	Royal Leamington Spa Town Council	3	Cllr D Brunson Cllr W Bryce Cllr S Rasmussen
Climate Change Working Group	Royal Leamington Spa Town Council		Cllr J Alty Cllr J Boulton Cllr D Brunson Cllr W Bryce Cllr M Chowdry Cllrs J McAllister Cllr L Radice Cllr S Rasmussen

24. MINUTES OF COUNCIL AND COUNCIL COMMITTEES

Resolved

that the minutes of the meeting of the Town Council on 19th May 22 are approved as a correct record.

that the minutes of the following meetings are received:
 Cultural & Community Committee 10Jan22, 28Feb22
 Planning 17Feb22, 10Mar22, 31Mar22, 21Apr22
 Policy & Resources Committee 03Feb22, 17Mar22

25. FINANCE / PAYMENTS

Resolved that the following payments are approved:

Payments for approval		Leamington Spa Town Council 09.06.22			
Cheque / Electronic payment	Payee	Details	Amount	VAT	Total
Electronic	Ace Signs	Updating Mayoral Board (inv 22/May/15)	£130.00	£0.00	£130.00
Chq	RBL Poppy Appeal	Wreath for 12 June22 event (ref MGE06 23May22)	£20.00	£0.00	£20.00
Electronic	J R Plumb	Internal audit services (inv 25May22)	£240.00	£0.00	£240.00
Electronic	Sharp Business Systems	Printer / copier charges	£141.62	£28.32	£169.94
Chq	S Marks	Expenses reimbursement (gift to Sceaux for twinning visit)	£41.29		£41.29
Chq	S Marks	Expenses reimbursement - refreshments Mayoral awards event 13May22.	£30.00		£30.00
Chq	S Marks	Zoom subscription reimbursement Apr & May 22. (invoices 143465110 & 148355310)	£23.98		£23.98
					£0.00
					£0.00
					£0.00
					£0.00
					£0.00
					£0.00
			£626.89	£28.32	£655.21

The meeting was closed at approximately 18:55.