

# PORTHCAWL TOWN COUNCIL



## MINUTES OF THE ANNUAL MEETING OF COUNCIL HELD ELECTRONICALLY ON THURSDAY, 28<sup>th</sup> MAY 2020

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### PRESENT:

COUNCILLORS: G Walter (Mayor)

S Aspey	R Lee
M Chegwen	B Lewis
M Clarke	S Maitland-Thomas
N Clarke	J Pratt
L Desmond-Williams	R Smith
M Emmet-Lewis	L Tallon-Morris
A Harris	A Thomas
T Hill	P Winstanley
B Jones	C Wintle

CLERK: Mr S Elder

DEPUTY CLERK: Mrs S Watkins

### 1. To receive the remarks of the retiring Mayor

The outgoing Mayor, Cllr Graham Walter, commented how quickly his Mayoral year had passed and particularly how busy it had been prior to the current pandemic situation. Cllr Walter gave thanks to all Councillors for their professionalism and conduct and also to some individual Councillors for their invaluable assistance throughout his Mayoral year.

Cllr Walter continued by mentioning that one of his highlights of the Mayoral role was attending a number of events where they had showcased the local talent and paid tribute to each of the organisations that had invited him to their organised events.

Cllr Walter gave thanks to individual Councillors who had supported him with the organisation of events via the Mayor's Community Fund Group and also thanked the Office Staff for their support during his Mayoral year.

The outgoing Mayor advised that three town plaques had been distributed during his Mayoral year and that a final plaque would be awarded when circumstances allow.

Cllr Walter concluded by saying that he had very much enjoyed serving the local community in the last year and that it had been a privilege to represent the residents of Porthcawl.

**2. To receive the remarks of Members and Staff**

Councillors paid tribute to Cllr Walter. Councillors commented that Cllr Walter had undertaken his Mayoral duties with professionalism, always gave and listened to sound advice, provided a huge contribution to the community and is a true ambassador of Porthcawl Town Council.

The Clerk gave thanks to Cllr Walter for being a great support to the office staff.

**3. To elect a Mayor 2020-2021**

It was proposed and seconded and

**Resolved: Cllr Brian Jones be appointed as Mayor of Porthcawl for the ensuing year.**

**4. To receive the Mayor's declaration of acceptance of office or, if not received, to decide when it shall be received**

Cllr Brian Jones read aloud and signed the Declaration of Office of Town Mayor as stipulated in the Local Government Act 1972 s.83. This was duly attested by the Town Clerk.

**5. Investiture of Town Mayor**

The outgoing Mayor Cllr Graham Walter invested the incoming Mayor, Cllr Brian Jones into the respective office for 2020-2021.

The Mayor, Cllr Brian Jones, gave thanks to Members for their support and in electing him as Mayor for 2020-2021.

**6. To elect a Deputy Mayor**

It was proposed and seconded and

**Resolved: Cllr Tracy Hill be appointed as Deputy Mayor of Porthcawl for the ensuing year.**

**7. Investiture of Deputy Mayor**

The Mayor Cllr Brian Jones invested Deputy Mayor Cllr Tracy Hill into the respective office for 2020-2021.

The Mayor advised that due to the current circumstances the Deputy Mayoral chains would be delivered to Cllr Hill in due course.

8. **To receive apologies for absence**

None received.

9. **To appoint committees and representatives (including appointments of any new committees and removal of any old committees**

To appoint the committees (politically balanced) and representatives as listed below:

<b>Committees</b>	<b>Councillors</b>	
<b>Planning</b> (Max 9.Members)	S Aspey M Chegwen N Clarke M Emment-Lewis A Harris	R Lee L Tallon-Morris P Winstanley C Wintle
<b>Finance &amp; Governance</b> (Max. 7 Members)	M Clarke N Clarke A Harris T Hill	B Lewis J Pratt R Smith
<b>Staffing</b> (Max. 5 Members)	M Chegwen L Desmond-Williams J Pratt	G Walter C Wintle
<b>Promoting Porthcawl</b> (Max. 5 Members)	M Emment-Lewis T Hill S Maitland-Thomas	R Smith L Tallon-Morris
<b>Operations</b> (Max. 7 Members)	S Aspey M Chegwen B Jones R Lee	S Maitland-Thomas J Pratt L Tallon-Morris

**Non-Committee Posts**

<b>Organisation</b>	<b>Councillor(s)</b>	<b>No. of Representatives</b>
<b>Bridgend County Borough Council Town &amp; Community Council Forum</b>	Cllr J Pratt	1
<b>Chamber of Trade</b>	Cllr T Hill	1
<b>Coastal Partnership Group</b>	Cllr L Desmond-Williams	1
<b>Cornelly Quarry Liaison Committee</b>	Cllr B Jones	1
<b>Fairtrade</b>	Cllr A Harris	1

<b>Awen Trust and Grand Pavilion Advisory Association</b>	Mayor Cllr N Clarke Cllr L Desmond-Williams Cllr M Emment-Lewis Cllr G Walter	5
<b>Griffin Park Pavilion Association</b>	Cllr S Maitland-Thomas	1
<b>Newton Institute</b>	Mayor (ex-officio) Trustee	1
<b>Newton Allotment Society</b>	Cllr B Lewis	2
<b>One Voice Wales</b>	Cllr J Pratt Cllr Alex Harris	2
<b>Porthcawl St. Sebastian Town Twinning Association</b>	Mayor Hon. President (Non-Voting) Cllr Robert Lee	2
<b>Pubwatch</b>	Cllr M Chegwen Cllr J Pratt	2
<b>SHOUT</b>	Cllr B Jones	1
<b>Wilderness Management Group</b>	Cllr Tallon-Morris	1
<b>YMCA Board of Management</b>	Cllr T Hill	1
<b>PRIMARY SCHOOLS – FROM 2017-2022</b>		
<b>Newton County Primary</b>	L Tallon-Morris	1
<b>Nottage County Primary</b>	A Harris	1
<b>West Park Primary</b>	P Winstanley	1
<b>Porthcawl County Primary</b>	J Pratt	1
<b>Porthcawl Blue Plaque Scheme</b>	Cllr G Walter	Mayor +1
<b>Staff Line Manager</b>	Deferred to item agenda item 15	1

**10. To delegate or renew therefore functional power to the Town Clerk to act in respect of urgent business arising between meetings of Council**

**Resolved:** To renew the functional power to the Town Clerk to act in respect of urgent business arising between meetings of the Council.

**11. To delegate or renew therefore functional power to the Town Clerk to make necessary payments to ensure satisfactory delivery of the Council's administrative functions**

**Resolved:** To renew the functional power to the Clerk to make necessary payments to ensure satisfactory delivery of the Council's administration functions.

**12. To name Members authorised to sign cheques (Local Government Act 1972 – [Section 150(5)])**

It was proposed that the above should also include electronic payments with Cllr Rob Smith taking over Signatory duties from Cllr Mike Clarke.

**Resolved:** In accordance with the above Act and Section, that the following members be authorised to sign cheques and make electronic payments: S Aspey, A Harris, R Lee and R Smith.

**13. To confirm the Mayoral Allowance 2020-2021 as determined by the Independent Remuneration Panel for Wales**

**Resolved:** The Mayor to receive a Mayoral Allowance for 2020/2021 as determined by the Independent Remuneration Panel for Wales.

**14. To consider the Deputy Mayoral Allowance 2020-2021 as determined by the Independent Remuneration Panel for Wales.**

**Resolved:** The Deputy Mayor to receive a Mayoral Allowance for 2020/2021 as determined by the Independent Remuneration Panel for Wales.

**15. To review the role and appoint a Line Manager for the Town Clerk & RFO**

It was advised that the post of Line Manager was created approximately three years ago due to increased staff numbers and the previous Town Clerk reducing her weekly working hours.

However, due to the new Town Clerk also employed as the General Manager in a full time position and decreased staff numbers the removal of the Line Manager role was considered.

**Resolved:** To remove the current Councillor role of the Line Manager and that the Chair of the Staffing Committee to assist members of staff if required.

*The meeting concluded at 8.30pm*