

OLNEY TOWN COUNCIL



Minutes of the Annual Meeting of Olney Town Council held at The Olney Centre on Monday 24th May 2021 at 7.00pm

Present: Cllrs Aldred, Bethune, Brock, Brown, Geach, Geary, Hall, Pibworth, Rodden, Rowland, Stokes, Tennant, Varley, Ward, Whitworth

In attendance: Andrea Vincent (Town Clerk), Sarah Kennedy (Deputy Town Clerk)

The outgoing Mayor of the Council welcomed the new Olney Town Council members.

Public Forum: There was one statement.

A long-standing resident of Olney raised a number of concerns in relation to the recreation grounds. He spoke positively of the measures that have been put into place to reduce dog faeces on sports pitches and the efforts made to ensure that users move around the perimeter of sports pitches when they are in use. He did, however, raise concerns relating to individuals and families that use the area and asked that the council arrange some immediate measures to redress the balance;

To remove the temporary Heras fence panels between the children's play area and the MUGA.

Remove, level or surface the two paths that now have a loose and rough covering of tarmac road planings applied.

Either arrange for additional parking for sports use, or cut down on the number of pitches on the rec.

In allowing the various sports clubs to mark out their pitches, please ensure that they allow a greater margin around the sides.

Screen off the main football pitch situated directly on East Street. This is extremely close to the children's playground, and the foul language that can be heard loudly and clearly from inconsiderate players is sometimes appalling.

Resolved: to go to the next Recs and Services Committee on Monday 28th June for their attention

OTC21/53: Election of the Mayor and to receive the Mayor's declaration of acceptance of office

The Mayor took nominations for the post of Mayor of the Council. Three candidates were proposed:

Cllr Tennant – Proposed by Cllr Bethune and Cllr Whitworth

Cllr Aldred – Proposed by Cllr Pibworth and Cllr Rodden

Cllr Geach – Proposed by Cllr Stokes and Cllr Rowland

Each candidate spoke on their knowledge and expertise that would help them fulfil the public office of Mayor.

Signed: Cllr P Geach, 7th June 2021

OLNEY TOWN COUNCIL



Paper nominations were then received for the post of Mayor of the Council.

Resolved: to elect Cllr Geach as Mayor of Olney Town Council

Cllr Geach signed the Acceptance of Office for the post of Mayor of the Council. He thanked all Councillors for voting him in as Mayor, Jeremy Rawlings as outgoing Mayor and the members of the recently retired Olney Town Council.

OTC21/54: Election of the Deputy Mayor and to receive the Deputy Mayor's declaration of acceptance of office

Cllr Geach took nominations for the post of Deputy Mayor of the Council.

Cllr Brock – Proposed by Cllr Geach and Cllr Ward

Cllr Rowland – Proposed by Cllr Rodden and Cllr Geary

Cllr Brown – Proposed by Cllr Stokes and Cllr Varley

Cllr Rodden – Proposed by Cllr Pibworth and Cllr Aldred

All those proposed were in acceptance of their nominations. Paper votes were then received for the post of Deputy Mayor of Olney Town Council

Resolved: to elect Cllr Brock as Deputy Mayor of Olney Town Council

OTC21/55: To receive the councillor's acceptance of office forms unless the Council resolves for this to be done at a later date.

Resolved: declarations of office were received from all other Councillors and witnessed by the Town Clerk

OTC21/56: Apologies for absence

Resolved: No apologies for absence were received

OTC21/57: Declaration of interests

Resolved: Cllr Hall declared a pecuniary interest in item OTC21/73 as she works for the Phonebox Magazine as sub-editor.

Cllr Pibworth declared a personal interest in item OTC21/73 as he is a column writer for the Phonebox Magazine

OTC21/58: Confirmation of the accuracy of the minutes of the last meeting of Olney Town Council on 12th April 2021.

Cllr Geach asked if the Public Statement read out at the meeting had had a response. The Town Clerk responded stating that she had spoken to the resident.

Signed: Cllr P Geach, 7th June 2021

OLNEY TOWN COUNCIL



Cllr Geach requested an update on Item 21/39. The Clerk stated that we have not had a response from CAB but has been chased for a response.

Item 21/42 - the Town Clerk stated that she had not heard back from The Anne Hopkins Smith Charity with regards to Riverfest and use of the land and will follow up.

Resolved: the minutes were agreed as presented

OTC21/59: Receipt of the minutes of the last meeting of a committee

Resolved: the following Committee minutes were received by Council:

Finance Committee 19th April 2021

Planning Committee 26th April 2021

Olney Development Group 26th April 2021

OTC21/60: Consideration of the recommendations made by a Committee

Resolved: no recommendations made by a Committee were presented

OTC21/61: Receive Olney Town Council Standing Orders approved and adopted 01/03/21

Cllr Geach proposed to accept the standing orders pending a review at the earliest opportunity to ensure they fit the needs of the current Council and Olney residents.

Cllr Bethune requested the current Standing Orders be made gender neutral.

The consensus was that current Standing Orders should be reviewed. Cllr Geary proposed a working party be created to go through the current Standing Orders to bring back to full Council for the July meeting with any amendments/recommendations. Cllr Stokes seconded the proposal.

Resolved: to set up a working group consisting of Cllr Geach, Cllr Bethune, Cllr Varley, Cllr Rodden and Cllr Whitworth to review the current Standing Orders.

OTC21/62: Review of delegation arrangements to committees, staff, and other local authorities

Resolved: to circulate information with regards to level of commitment, frequency of meetings, etc in time for the next meeting to enable Councillors to make an informed decision (note: these arrangements form part of Standing Orders therefore will be reviewed by the working party formed at OTC21/61).

OTC21/63: Review of the Terms of Reference for Committees

Resolved: for the individual Committees to review their Terms of Reference at their first meeting and to report back to full council. Proposed by Cllr Geach, seconded by Cllr Bethune

OTC21/64: Appointment of members to existing Committees.

Signed: Cllr P Geach, 7th June 2021

OLNEY TOWN COUNCIL



Cllr Geach suggested Councillors declare an interest in the Committees. To then attend the first meeting of that Committee, look at the Terms of Reference and to appoint a Chair for that group at that stage. There were no objections to this arrangement.

Recs and Services Committee

Ben Brown, Colin Rodden, Dan Rowland, David Pibworth, Debbie Whitworth, Deirdre Bethune, Ian Stokes, Jane Varley, Leanne Ward, Naomi Brock, Peter Geary

HR Committee

Colin Rodden, Dan Rowland, David Pibworth, Deirdre Bethune, Ian Stokes

Finance Committee

Ben Brown, Colin Rodden, Debbie Hall, David Pibworth, Peter Geary, Trevor Aldred

Olney Development Group

Ben Brown, Chris Tennant, Colin Rodden, Deirdre Bethune, Dan Rowland, Debbie Whitworth, Leanne Ward, Trevor Aldred

Planning Committee

Chris Tennant, Dan Rowland, Deirdre Bethune, Jane Varley, Leanne Ward, Trevor Aldred

The Olney Centre Management Committee

Debbie Whitworth, Deirdre Bethune, Jane Varley, Leanne Ward, Naomi Brock, Trevor Aldred

Dickens of a Christmas

Ben Brown, Debbie Whitworth, Deirdre Bethune, Jane Varley, Leanne Ward, Naomi Brock

Resolved: to enlist Councillors (as noted above) onto Olney Town Council Committees

OTC21/65: Review and adoption of appropriate standing orders and financial regulations

Resolved: Cllr Geach proposed to accept Standing Orders and Financial Regulations pro tem subject to an urgent review. Cllr Varley seconded the proposal.

OTC21/66: Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies, and businesses.

Resolved: to be delegated to the relevant Committee/s for review

OTC21/67: Review of representation on or work with external bodies and arrangements for reporting back & keyholders

Resolved: the Clerk will circulate further information to Olney Town Council members for review prior to deciding who will represent at external bodies. A decision with regards to OTC representation will be made at the next full council meeting.

Signed: Cllr P Geach, 7th June 2021

OLNEY TOWN COUNCIL



Key holders for The Olney Centre and The Compound at the Recreation Grounds – Cllr Geach, Cllr Ward, Cllr Brock, Cllr Bethune

Fire Alarm Contacts – Cllr Geach, Cllr Ward, Cllr Brock, Cllr Bethune

Defibrillator Guardians – Cllr Ward, Cllr Pibworth, Cllr Stokes

OTC21/68: To make arrangements with a view to the Council becoming eligible to exercise the general power of competence in the future.

Resolved: to be considered when the Town Clerk is CILCA qualified in early 2022

OTC21/69: Review of inventory of land and other assets including buildings and office equipment.

Resolved: to be considered at the next Recs & Services meeting on Monday 28th June 2021

OTC21/70: Confirmation of arrangements for insurance cover in respect of all insurable risks

Resolved: The Clerk confirmed that all insurance cover (with BHIB) was reviewed and renewed in March 2021. Cllr Geary proposed that the cover is reviewed by the Finance Committee in December 2021. Cllr Geach seconded the proposal.

OTC21/71: Review of the Council's and/or staff subscriptions to other bodies

Resolved: membership/subscription information with pricing to be sent to all Councillors. Cllr Geach requested subscription pricing for National Association of Councillors (NAC) be sought and relayed back to Council for potential subscription.

OTC21/72: Review of the Council's complaints and procedures

Resolved: Cllr Bethune proposed this item to go to the HR Committee. Cllr Ward seconded.

OTC21/73: Review of the Council's policies, procedures, and practices in respect of its obligations under freedom of information and data protection legislation (see also standing orders 11, 20 and 21)

Resolved: Cllr Geach proposed this item is reviewed along with Standing Orders within the working group remit (see Item OTC21/59). Cllr Stokes seconded.

OTC21/74: Review and agree the AGAR (Annual Governance and Accountability Return)

Resolved: Cllr Bethune proposed to delegate the review and authorising of the AGAR to Cllr Geach in consultation with Clerk and Deputy Clerk. Cllr Varley seconded the proposal.

OTC21/75: Review of the Council's policy for dealing with the press/media.

Resolved: To create a working group consisting of Cllrs Aldred, Bethune, Varley, Rodden to look at the draft press/media policy, review, and report to full council.

Signed: Cllr P Geach, 7th June 2021

OLNEY TOWN COUNCIL



The Clerk advised that Cllr Pibworth had a conflict of interest in this item and therefore could not be included in the working group.

OTC21/76: Review of the Council's expenditure incurred under S.137 of the Local Government Act 1972 or the general power of competence.

Resolved: that no money has been spent under S.137 of the Local Government Act 1972 and the general power of competence is not applicable.

OTC21/77: To consider redesignating sub committees as advisory groups for a period of time until end of Lockdown to enable the meetings to be held online.

Resolved: Cllr Geach proposed that we do not redesignate. Cllr Bethune seconded.

OTC21/78: To consider an arboretum in memory of the Covid deaths in Olney

Resolved: Cllr Geary proposed that this item go to Recs & Services Committee. Cllr Brock seconded the vote. All in favour.

Also noted that Cllr Geach proposed that the Recs & Services Committee be split into two separate areas (hence 2 separate Committees) to reduce the large portfolio of items the current Recs & Services Committee covers. Cllr Stokes seconded the proposal. 10 in favour 5 against. How the current set up of Recs & Services will be redesignated will be the first agenda item for the Recs & Services Committee meeting on 28th June 2021.

OTC21/79: Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council

Cllr Rodden proposed that meetings revert back to 7.30pm (as per the standard practise prior to Covid and online meetings)

Cllr Tennant proposed that Planning and ODG meetings continue as normal i.e., Planning at 7.00pm and ODG at 7.30pm on the same date. Cllr Bethune seconded.

The dates of Dickens of a Christmas Committee and The Olney Centre Committee need to be determined by those Committees members.

Resolved: Cllr Geach requested that dates be considered by individual members and Committee Groups and reported back to Cllr Geach to collate, then present back OTC prior to review and approval at the next OTC meeting.

Cllr Geach discussed a request from Cllr Whitworth to hold an Extraordinary meeting to discuss the Recreation Grounds in anticipation that the same issues will occur as they did last year. The Extraordinary meeting will be subject to date availability provided by TVP, and in accordance with wishes from the OTC

Signed: Cllr P Geach, 7th June 2021

OLNEY TOWN COUNCIL



members. The relevant parties, including Ward Councillors, will be invited to the meeting. Cllr Ward seconded the proposal.

Cllr Geach closed the meeting

The next meeting of Olney Town Council will be held on Monday 7th June 2021 at 7.00pm