



# CHARTER TRUSTEES OF EAST RETFORD

**Draft Minutes of the meeting of the Charter Trustees of East Retford held at Retford Town Hall, 10.00 on Saturday 1<sup>st</sup> October 2022.**

**Mayor Cllr Susan Shaw chaired the meeting. In the Clerk's absence the meeting was recorded by Cllr Tamblyn-Saville.**

Present – Cllrs: Anderson; Clarkson; Plevin; Quigley; Shaw; Tamblyn-Saville; Troop; Lord High Steward Derek Turner; and Attendant Mrs Walton

1. **Apologies received:** Cllrs: Anderson; Introna; Oxby; Tomlinson; Derek Turner; and Barry Upton and Angela Walton
2. **Declarations of Interest:** None Declared.
3. **Minutes from 16<sup>th</sup> April 2022** were tabled and agreed as an accurate record. Signed by Chair.
4. **Matters / Actions Arising from April minutes:**
  - I. **Charter Town Signs. AGREED** to seek further detail from Clerk and then proceed.
  - II. **Democracy Day Event. AGREED** to move for an event this term. Some schools have shown an interest in being involved. It will involve the use of Retford Town Hall and liaison with BDC Democracy Services. Meeting to be arranged with Chair, HTS and others present to plan event and to agree dates to include a separate day for St. Giles School.
5. **20 - 21 Audit** (deferred until next meeting when RFO can present report.)
6. **Mayoral Roll Board Update:** Clerk has contacted Jay Chapman, and sent details to update the Mayoral Board. This is to be updated every year along with the Chairman details.  
Discussion also covered the mayor pictures on display. There was a suggestion to reframe the pictures in a consistent way.
7. **The Financial Report.** Issue raised of increased expenditure for AGM Catering. Tabled and Approved.
8. **Mayor's Business**
  - a) Currently no Mayor's Facebook Page. Views sought and discussion followed. There were concerns that posts may lead to antagonism and may appear to be seen as campaigning/ electioneering. The possibility for a Trustees Page rather than a Mayor's Page was discussed. Positive aspects were identified but Clerk to be approached to set up a "closed group" page for information only. But this may not serve the purpose required. Its purpose would be to promote mayoral events. It would have to be suspended during election run-up period. The Mayor would have to take responsibility for its regular bulletins and news.  
*(This might be best done as a blog via the website, which The Clerk would create from information provided by the Mayor and other Trustees.)*
  - b) Catering Budget discussed above and additional expenditure APPROVED for 2022. *Do we need to increase budget for future events?* ACTION on next agenda and when the Budget is set.
  - c) Town Hall Repairs. Mostly done but more to be done. New lighting to be incorporated.
  - d) Chain Repairs: Hook needed to be replaced; this has been done by Spencer Phillips at a cost of £75. This is within contingency/repairs budget. Role of Attendant discussed.
  - e) Warm Space: working together across Bassetlaw with Steve Brown, trying to open Retford Town Hall, perhaps in the Buttermarket. There is a BDC budget. It would be a service to the



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town and Mayor would like it to be promoted by the Charter Trustees. Similar role carried out by Goodwin Hall Committee. It is being coordinated and first meeting has taken place.

- f) Collar was discussed. Ribbons have been bought so the Mayor could attend a memorial service. Black and new blue ones to replace those inked black.
- g) Remembrance Service: there is a history of complications around the event. Chair suggested: a Brass Band to play in the background while people congregate – some suggestions were made about the possible availability of a Rampton band and a soloist player and singer; closer liaison with Churches Together; changing church service times to allow for a parade from the church to the square; use of big screens to share song words; form a subcommittee with all relevant parties. It is the RBL's event and there is some conflict. Mayor will talk with the sound people to improve the quality of the sound and its presentation. Mayor will liaise with new St Swithun's vicar to help coordinate timings, but RBL will use their own padre. More work is planned. There are financial implications to some aspects of this; there is a budgeted amount only for the catering for this event. In the past invitations have been given in the past for people to come into the Town Hall. **ACTION:** Clerk to liaise with mayor and send invitations. Investigate Road Closures and costs. Why is BDC supporting Workshop and not Retford event? **ACTION:** Chair to check ten free uses. **ACTION:** Cllr Clarkson to contact Chair of RBL and then Trustees Clerk to share information.
- h) Bluebell Wood Hospice: asked Charter Trustees to buy a tree to be placed in the Town Hall as part of their Christmas Tree Event: for four Saturdays in December (9-1), people can come in and buy baubles to hang on the tree which would stand in the foyer. Bluebell Wood would provide all the baubles. It was felt that this was not a legitimate use of Charter Trustees funds raised through precept and it was proposed instead that councillors use their own Community Grants to support this and ask for volunteers to attend.

**9. Mayor's Recent and Future Events** were discussed and these will be uploaded to the Trustees Website.

**ACTION:** Mayor to send list of engagements to Clerk.

- I. MOB performance at The Majestic**
- II. Tea Party with Bracken Lane pupils in recognition of their work at AGM. Books to be presented to pupils too (Wonderland Bookshop discounting).**
- III. Blue Plaque Award at Denman Library**
- IV. Defibrillators at Retford Action Centre**
- V. Evening celebrating one hundred and fifty years of Bowls in Hallcroft.**
- VI. South Pacific at The Majestic**
- VII. Kings Park Tree Trail**
- VIII. Healthy Sunday**
- IX. Mayor's Marathon – people having weight and blood checks etc.**
- X. St Swithuns Celebrations for Queen Elizabeth II with Proclamation**
- XI. Charity Concert at Town Hall**
- XII. Deputy Mayor attended**

**10. Agreed Dates**

January 21st 2023; April 15th 2023;

AGM Wednesday June 7th 2023

Propose: Saturdays - September 30<sup>th</sup>, 2023; January 20<sup>th</sup>, 2024; April 13<sup>th</sup> 2024

The AGM – Wednesday June 5<sup>th</sup>, 2024

**Thanks expressed to Mayor before Meeting Closed.**

The Chair closed the meeting at 11.20 am.



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