

**STAMFORD TOWN COUNCIL**  
**SCRUTINY AND AUDIT COMMITTEE**  
**WEDNESDAY 15 AUGUST 2018 AT 10AM**

**PRESENT** Councillor B Turner (Chairman)  
Councillor A Swan  
Councillor Mrs G Johnson (substituting for Councillor Mrs S Sismore)

**ALSO PRESENT** Town Clerk

**243. APOLOGIES FOR ABSENCE**

Councillor Mrs B A Sumner and Councillor Mrs S Sismore submitted their apologies and these were noted.

**244. DECLARATIONS OF INTEREST**

None made.

**245. POLICY / REGULATIONS REVIEW AND UPDATE**

- a. *To consider the support for the Deputy Mayor during this Mayoral term* – The Committee were informed by the Town Clerk that the Deputy Mayor Councillor Miss Breda Griffin was agreeable to attend the Mayoral engagements. However, it will be inevitable that she will be unable to attend all events and will expect to be supported. Following discussion, it was considered that during this Mayoral term the support should be forthcoming from either Councillor Mrs Brenda Sumner and Councillor Ms Maxine Couch. Both the latter may in turn be accompanied by a consort of their choice. It was considered that this would enable an opportunity for forthcoming councillors who had a strong chance of being elected next year the opportunity to experience the etiquette of civic duties and charity fund raising.
- b. *To consider the expenses of the former Mayor and awarding of Mayoral Allowance to the Deputy Mayor for 2018/19 Mayoral term* – The Town Clerk reported that the Finance Committee had discussed this matter also at their meeting last night (14 August 2018). Debate ensued, and it was following examination it was the consensus view to support the Finance Committee's resolve that a three months allowance of £550 is granted to Max Sawyer to cover his bona-fide expenses and the same proportion of the travel expenses are allocated towards the engagements he attended, this was £120.15. The Town Clerk confirmed that a refund of £1529.85 had been received. Having consulted with the Deputy Mayor Councillor Miss Breda Griffin she had requested that an allocation of £550.00 is granted to her also each quarter – end of October, end of January and end of April. It was noted that she too would be eligible for the balance of the £500 Mayoral travel expenses which currently stood at £379.85. The supporting group attending the engagements that the Deputy Mayor could not attend would be allocated travel expenses to the maximum total value of £200.
- c. *To consider the support of the nominated Mayoral Charities during 2018/19 Mayoral term* – It was noted that the following charities had been nominated and confirmed by the Town Council as the Mayoral Charities this year – Three Counties Dog Rescue; Stamford Young People's Charity within which is the Florence Desforges fund and Marie Curie. Following discussion it was considered that during the next five months there would be opportunities to carry out fund raising event to support these three charities. Consideration should be given by

- d. the Town Council to identify a working group lead by the Deputy Mayor to schedule the following six events in the coming months:
- i. A themed Halloween Dinner – venue Blackstones Club
  - ii. Cheese & Wine evening – venue Art Centre Theatre Bar
  - iii. Afternoon Tea Party – venue Town Hall
  - iv. Civic Charity Dinner – venue Masonic Hall
  - v. Tombola stall – venue SCF18 (It would be necessary for this to be the only such stall)

It was suggested that the Working Group could be drawn from the Events and Amenities Committee.

- e. *To consider the Town Council Meeting Procedure in line with Standing Orders* – The Committee examined Council's Standing Order No. 12 and considering the guidance of the Town Clerk noted that this Standing Order applied to both Council draft minutes and Committee draft minutes. In respect of Town Council draft minutes of a preceding these should be taken as read with no discussion except in relation to their accuracy. In respect of Committee draft minutes there is a three-step process:
- 1 - The approval of the accuracy of the draft Committee minutes by Committee members only, upon which there should be no discussion except in relation to their accuracy.
  - 2 - The members of the Council to discuss any of the actions within those minutes at the Town Council meeting.
  - 3 – The Council then ratifies those minutes.

Councillor Swan raised the issue in respect of Standing Order 15biii which required the Proper Officer to convene a meeting of the Council to elect a new Chairman of the Council occasioned by a casual vacancy in this office. It was confirmed that this was the reason for the Extra Ordinary meeting to be held tonight (15 August 2018). However, it was noted that should the Council decide to appoint the Deputy Mayor as Mayor she would be surrendering the opportunity of a full term as Mayor. If the Council decide to retain the current position of the Deputy Mayor fulfilling the engagements with support, then if re-elected next year Councillor Miss Breda Griffin would retain the opportunity of becoming Mayor.

The notice of the Casual Vacancy has already been advertised and will expire on 21<sup>st</sup> August 2018. If no By-Election is called the Town Council will be able to fill the vacancy by co-option at their meeting on the 28<sup>th</sup> of August.

The other elements associated with the Mayoral Office is the Mayor's portrait, the group photo and the Past Mayor's medallion were also discussed. It was considered that the Mayor's portrait outside the parlour should be replaced by the group Council picture. An endorsement should be included on the Mayoral Board in the Court Room against Max Sawyer the date he resigned. No Past Mayor's medallion should be awarded.

**246. REVIEW OF STATUS OF ALL ACTION POINTS**

This item was deferred to the next meeting.

**247. MATTERS FOR CONSIDERATION AT THE NEXT MEETING**

- a. Review of Policies
- b. Health & Safety update

**248. DATE OF THE NEXT MEETING – Wednesday 10 October 2018**

Chairman  
(The meeting closed at 11.30am)