

# CHIPPENHAM TOWN COUNCIL



## Agenda Item 7

|              |                             |
|--------------|-----------------------------|
| Meeting      | Civic Matters Sub-Committee |
| Date         | Wednesday 31 January 2018   |
| Report Title | Honours Board               |
| Author       | Mark Smith, Chief Executive |

### **1.0 PURPOSE OF THE REPORT**

- 1.1 To determine whether the Civic Matters Sub-Committee wish to include the names of the previous Town Clerks on the Honours Boards in the Town Hall.

### **2.0 BACKGROUND AND INTRODUCTION**

- 2.1 The Honour's Board at the Town Hall contains the names and dates of tenure of the Town Mayors going back to 1835. However, only the last three Town Clerks of the Town Council and/or its predecessor councils are listed.

### **3.0 MAYORS AND TOWN CLERKS**

- 3.1 We are currently aware of the names of the Town Clerks going back to 1843, with the date of the first Town Mayor listed on the Honours Board being 1835. It is understood that the position of Town Clerk has been held since 1554 (when the Town gained a Royal Charter), however it is not proposed currently to list the names of either Mayors or Town Clerks going back to 1554.
- 3.2 Councilors to consider whether to list the previous Town Clerks that have held this post since 1835. This is a surprisingly small number of incumbents to the position of Town Clerk, being only seven recorded between 1843 and 1974. Officers need to undertake further research to ascertain who held the Town Clerk post from 1835 to 1843 to complete the list at **APPENDIX A**.

### **4.0 CONTRIBUTION TO CORPORATE PLAN PRIORITIES**

Corporate Priority 4 - *To Promote Chippenham as a destination market town based on our rich heritage, history and culture.*

### **5.0 STAFFING IMPLICATIONS**

- 5.1 There are no staffing implications.

### **6.0 FINANCIAL IMPLICATIONS**

- 6.1 The cost of updating the Honours Board will be found from within existing budgets.

## **7.0 LEGAL IMPLICATIONS**

There are no legal implications.

## **8.0 RECOMMENDATIONS**

- 8.1 The Civic Matters Sub-Committee are recommended to update the Honours Board at the Town Hall as indicated at 3.2 above.

## **APPENDIX A**

### **Town Clerk**

|             |                        |
|-------------|------------------------|
| 1843 -1849  | W. Wilmot              |
| 1856 - 1868 | Joseph Phillips        |
| 1868 – 1924 | Francis Henry Phillips |
| 1924 – 1950 | Alfred Strand          |
| 1950-1970   | Mr S.F.A. Clarke       |
| 1970 – 1974 | Peter R Morris         |

### **Clerk to the Charter Trustees**

|              |                        |
|--------------|------------------------|
| 1974 -1979   | Mr Frederick G Everett |
| 1979 -1993/4 | Mr Alan J. Hobbs       |

### **Town Clerk**

|              |                 |
|--------------|-----------------|
| 1993/4 -2010 | Mr Laurie Brown |
|--------------|-----------------|

### **Chief Executive**

|             |                 |
|-------------|-----------------|
| 2010 - 2016 | Mrs Sue Wilthew |
| 2017 -      | Mr Mark Smith   |