



## CHIPPENHAM TOWN COUNCIL

Minutes of a meeting of the Civic Matters Sub-Committee held virtually on the Zoom platform on Tuesday 15 September 2020 at 2pm.

**COUNCILLORS:** Teresa Hutton (Chair) Mary Norton  
Andy Phillips Chris Ruck (Vice)

**OFFICERS** Michael Weeks (Democratic and Civic Officer)  
**PRESENT:** Heather Rae (Democratic Services Manager)  
Ann Chard (Business Support Manager)

**PUBLIC PRESENT:** There were no members of the public present.

### PUBLIC QUESTION TIME

There were no written or verbal questions from any member of the public.

#### 14. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Desna Allen.

#### 15. NOTIFICATION OF SUBSTITUTION

No notifications of substitution were received.

#### 16. DECLARATION OF INTEREST

No declarations of interest were made.

#### 17. MINUTES

Councillors agreed to approve as a true record the minutes of the extraordinary meeting held on Tuesday 04 August 2020.

#### RESOLVED that:

i) The minutes were approved as a correct record and would be signed by the Chairman at a later date.

#### 18. CHAIRMAN'S ANNOUNCEMENTS

i) There were no Chairman's announcements

19. **CIVIC EVENTS UPDATE**

The Democratic and Civic Officer presented the report regarding the Civic Events update to Councillors.

Councillor Chris Ruck mentioned he had watched the videos of VJ Day and Merchant Navy Day and enjoyed the content.

The Chairman asked if there were any official viewing figures of the pre-recorded videos. The Democratic and Civic advised these figures could be obtained but didn't have the figures at hand. The Chairman thanked the Democratic and Civic Officer and the Technician / Duty Officer for organising and creating the videos.

**RESOLVED that:**

i) Councillors noted the report

20. **MAYORS ENGAGEMENTS AND TRAVEL EXPENSES UPDATE**

The Democratic and Civic Officer presented the report regarding the Mayor's engagements and travel expenses to Councillors, highlighting that to date in the municipal year 2020/21 no expenses have been claimed.

Councillor Chris Ruck asked if the recent social media posts regarding that the Mayor and Deputy Mayor were able to attend events if COVID secure guidelines were met had generated any response. The Democratic and Civic Officer advised that they were not aware that there had been a response to the actual post, but engagement invitations for the Mayor are coming in.

**RESOLVED that:**

i) Councillors noted the report.

21. **ITEMS FOR COMMUNICATION**

To periodically send out information that the Mayor and Deputy Mayor are available to attend engagements.

That when official guidance is received from the Government regarding Remembrance Sunday, that this is communicated to residents.

22. **DATE OF NEXT MEETING**

The next meeting of the Civic Matters Sub-Committee will be held on Tuesday 03 November 2020.

The meeting closed at 2.26pm

These Minutes are subject to confirmation at the next meeting.

Signed on behalf of the Sub-Committee as a true record of the meeting

Signature:

Date: