



CHIPPENHAM TOWN COUNCIL

Minutes of a meeting of the Civic Matters Sub-Committee held virtually on the Zoom platform on Tuesday 19 January 2021 at 2pm.

COUNCILLORS: Teresa Hutton (Chair) Mary Norton
Andy Phillips

OFFICERS Michael Weeks (Democratic and Civic Officer)
PRESENT: Heather Rae (Democratic Services 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.

30. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Desna Allen and Chris Ruck.

31. NOTIFICATION OF SUBSTITUTION

No notifications of substitution were received.

32. DECLARATION OF INTEREST

No declarations of interest were made.

33. MINUTES

The minutes of the meeting held on Tuesday 15 September 2020 and the extraordinary meeting on Tuesday 03 November 2020 were proposed by Councillor Andy Phillips, seconded by Councillor Mary Norton and approved as a correct record. They will be signed by the Chairman at a later date

34. CHAIRMAN'S ANNOUNCEMENTS

i) There were no Chairman's announcements.

35. CIVIC EVENTS UPDATE

The Democratic and Civic Officer presented the report regarding the Civic Events Update.

The Chairman highlighted that the Civic Award and Certificate of Appreciation recipients valued the personal nature of seeing the Mayor on a one-to-one basis to receive their awards.

Councillor Andy Phillips proposed that going forward the incoming Mayor should be given the opportunity to meet with any future award winners personally in addition to the more formal Civic Sunday event, which all Councillors present agreed.

The Chairman thanked the Democratic and Civic Officer for the work he had undertaken on the town's Civic events during the ongoing COVID Pandemic.

RESOLVED that:

- i) Councillors noted the report

36. MAYOR'S ENGAGEMENTS AND TRAVEL EXPENSES UPDATE

The Democratic and Civic Officer presented the report regarding the Mayor's engagements and travel expenses, confirming that engagements have been taking place, year to date there have been no travel expenses reimbursed.

The Chairman highlighted that while it hasn't been the year she was originally expecting, engagements had been taken place albeit in different ways.

RESOLVED that:

- i) Councillors noted the report

37. CIVIC AWARDS UPDATE

The Democratic and Civic Officer presented the report regarding the Civic Awards Update, confirming that the nominations process was now open until 28 February 2021.

RESOLVED that:

- i) Councillors noted the report

28. ITEMS FOR COMMUNICATION

There were no items for communication.

29. DATE OF NEXT MEETING

The next meeting of the Civic Matters Sub-Committee will be held on Tuesday 16 March 2021.

The meeting closed at 2.22pm

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: