



CHIPPENHAM TOWN COUNCIL

Minutes of a meeting of the Civic Matters Sub-Committee held at the Town Hall on Tuesday 08 June 2021 at 2pm.

COUNCILLORS: Liz Alstrom Jenny Budgell
Robert Giles Andy Phillips
John Scragg (Chair)

OFFICERS Michael Weeks (Democratic and Civic Officer)
PRESENT: Kieran Moore (Technician)
Matt Kirby (Director of Community Services)

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.

1. **APOLOGIES FOR ABSENCE**

No Apologies for absence were received.

2. **NOTIFICATION OF SUBSTITUTION**

No notification of substitution were received.

3. **DECLARATION OF INTEREST**

No declarations of interest were made.

4. **MINUTES**

The minutes of the meeting held on Tuesday 16 March 2021 were proposed by Councillor John Scragg, and due to being the only attending Councillor who was at the meeting.

RESOLVED that:

i) The minutes were approved as a correct record and were signed by the Chairman.

5. **CHAIRMAN'S ANNOUNCEMENTS**

i) The Chairman informed the committee that for Municipal year 21/22 Police Cadet Harrison Wylie had been chosen as Mayors Cadet and Explorer Scout Alaric Childerhouse had been chosen as Deputy Mayors Cadet.

6. **HONORARY FREEMAN POLICY UPDATE**

The Democratic and Civic Officer presented the report regarding the Honorary Freeman Policy Update.

With all in favour

RESOLVED that:

- i) Councillors agreed to the updated Honorary Freeman Policy.

7. **CIVIC EVENTS UPDATE**

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

It was noted by Councillors that using the virtual platforms for ceremonies allowed guests from other countries to take part, and this technology should be used again where appropriate post the COVID19 pandemic.

Councillor Liz Alstrom thanked officers for adding Wiltshire and Swindon Pride Day to the Civic Event list highlighting the importance of diversity and inclusion

RESOLVED that:

- i) Councillors noted the report

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

The Democratic and Civic Officer presented the report regarding the Mayor's Engagements and Travel Expenses Update.

RESOLVED that:

- i) Councillors noted the report.

9. **ITEMS FOR COMMUNICATION**

Councillor Jenny Budgell asked if a list of Civic event dates or individual event posters could be displayed in Town Council notice boards as another way to promote to residents.

10. **DATE OF NEXT MEETING**

The next meeting of the Civic Matters Sub-Committee will be held on Tuesday 14 September 2021.

The meeting closed at 2.32pm

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: