

**Minutes of the meeting of the Charter Trustees held on 22<sup>nd</sup> January 2025**

**In the Town Hall, The Square Retford.**

**Trustee members present.**

Deputy Mayor (Chair) Cllr Harriet Digby, Cllr Sue Shaw, Cllr Malachi Carroll, Cllr Daniel Henderson and Cllr Carlyn Troop.

**Apologies received from**

Cllr Graham Oxby, Cllr David Naylor, Cllr John Manners, Cllr Jonathan Slater, Cllr David Challinor and Derek Turner.

**Officers present**

Rob Morrison Clerk and RFO and Angela Walton Mayor's attendant.

**24/042** There were no declaration of interests.

**24/043** The minutes of the meeting held on the 18<sup>th</sup> September 2024 were approved.

**24/044** Progress on the action log was noted.

**24/045** Cllr Sue Shaw confirmed that the Retford Town Centre Partnership Board had agreed to fund the erection of the 2 remaining boundary signs. She would pursue with the Board.

**24/046** In his absence, Derek Turner had sent a message that he had discussed with the local arts groups the commissioning of a portrait of the late Queen. The estimate for such a work was £1,000 and this cost would be added to next year's budget.

**24/047** The Clerk reported that the clocks for repair would be collected on Tuesday 28<sup>th</sup> January 2025. A brief discussion was held on the potential of moving the Parliament Clock to another location in the Town Hall to allow the hanging of the late Queen's portrait. However, after a site visit after the meeting it was agreed to retain the Parliament Clock in its current position and hang the late Queen's portrait on the main staircase in a prominent position. It was agreed to reimburse the Clerk at 45p per mile for his travel costs transporting the Mace and Mayor's Chain to Birmingham for repairs and refurbishment.

**24/048** The Clerk's report was noted.

**24/049** A detailed discussion was held on the proposals for the budget for 2025-26. The Clerk advised the Trustees that some events that they traditionally supported could be adversely affected by rising costs due to the impending implementation of Martyn's Law (The Terrorism (Protection of Premises) Bill) which was currently passing through Parliament. The requirements within the Bill for enhanced security within premises will increase preparedness for, and protection from, terrorist attacks at public venues. Events that may be particularly affected are Charter Day and the Remembrance Parade. The Trustees were keen to be prepared for such increased costs that may fall to them. They also acknowledged that they had agreed to fund a new portrait of the late Queen.

Cllr Shaw also commented that the Retford Town Centre Partnership Board had committed to providing new planters within the Town Centre as part of their capital programme for improvements but were seeking organisations to fund the maintenance of the planters. The Trustees agreed to budget a sum of £1,000 for the ongoing maintenance.

With all the foregoing commitments, especially those concerning public safety, it was agreed to set a precept next financial year 2025-26 of £1.95.

The summarised budget would be as follows: -

**Income**

Precept	14,954
Interest on balances	200
Total income	15,154

**Expenditure**

Events	
Mayor making	1,000
Charter day	1,000
Planters	1,000
Portrait	1,000
Other events	1,750
Allowances	3,900
Asset management	4,000
Administrative overheads	1,504
Total expenditure	15,154

**24/050** In response to a request from Retford Rotary Club seeking permission to append a sign to the new boundary signs outlining their presence in the town, the Trustees considered it may be more appropriate for the Rotary Club to fix plaque(s) on the proposed new planters in the Town to assist promoting the club. Clerk to contact Retford Rotary Club.

**24/051 Remembrance Parade** Following a discussion it was agreed that the forthcoming remembrance parade in 2025 would probably follow the format as followed in 2024, however, the Trustees would still like to enhance the parade appropriately and would be seeking a meeting with the organisers, Bassetlaw District Council. The Clerk emphasised that we should not seek to become the organiser of the parade which would severely challenge us on cost grounds and resource requirements.

**Date of next meeting of the Trustees Wednesday 16<sup>th</sup> April 2025**

**Meeting closed at 815pm.**

**Rob Morrison**

**Clerk and Responsible Financial Officer**

**East Retford Charter Trustees**