

Minutes of the meeting of the Charter Trustees held on 17th April 2025

In the Town Hall, The Square Retford.

Trustee members present.

Mayor Cllr David Naylor, Cllr Sue Shaw, Cllr Malachi Carroll, Cllr Jonathan Slater and Cllr David Challinor

Apologies received from

Cllr Graham Oxby, Cllr John Manners, Derek Turner, Deputy Mayor, Cllr Harriet Digby, Cllr Daniel Henderson and Cllr Carloyn Troop.

Officers present

Rob Morrison Clerk and RFO.

24/052 There were no declarations of interest.

24/053 The minutes of the meeting held on the 22nd of January were approved.

24/054 progress on the action log was noted. The Clerk commented that he had agreed with Notts CC that the Trustees would fund ongoing maintenance of the boundary signs to facilitate their installation.

24/055 It was noted that the Mayor for 25/26 would be Cllr Harriet Digby, and the Deputy Mayor would be Cllr Malachi Carroll.

24/056 The Clerk's report was noted.

24/057 The income and expenditure for year ending 31st March 2025 was noted and the Mayor duly signed the accounts.

24/058 The annual governance statement for the year ending 31st March 2025 was reviewed by the Trustees, approved and signed by the Mayor.

24/059 The internal control form used for internal audit purposes was reviewed by the Trustees, approved and signed by the Mayor.

24/060 No appointments of Trustees to outside bodies were recommended.

24/061 The Clerk provided a verbal update on progress with organising Charter Day. In a very short timeframe considerable progress had been made by the Organising Committee. Cllr Harriet Digby had led on renting stalls and pitches. More stewards were required during the day for the Town Hall events. Cllrs Shaw, Naylor and Carroll volunteered to assist. The Trustees thanked all of the Organising Committee for their efforts in delivering the Charter Day.

24/062 A fault had occurred with the Mayor's chain, and it was agreed that it should be returned to Fattorini in Birmingham by the Clerk. Clerk to receive travelling expenses.

24/063 It was noted that repairs had commenced on the bracket clock, and it would be retained by the clock repairer until after the works in the Town Hall were completed. The clock repairer would also be encouraged to collect the Parliament clock before the end of May 2025 when repairs to the Town hall were planned to commence.

24/064 As no response had been received from the Trustees on the request for a donation towards the Multi- cultural Festival to be held in Worksop, the Clerk had noted the decision to not make a donation.

Date of next meeting of the Trustees Wednesday 21st May 2025 (Mayor making and AGM)

Meeting closed at 730pm.

Rob Morrison

Clerk and Responsible Financial Officer

East Retford Charter Trustees