

## **Minutes of the meeting of the Charter Trustees held on 17<sup>th</sup> 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 22<sup>nd</sup> 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 31<sup>st</sup> March 2025 was noted and the Mayor duly signed the accounts.

**24/058** The annual governance statement for the year ending 31<sup>st</sup> 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 21<sup>st</sup> May 2025 (Mayor making and AGM)**

**Meeting closed at 730pm.**

**Rob Morrison**

**Clerk and Responsible Financial Officer**

**East Retford Charter Trustees**