

Minutes of the meeting of the East Retford Charter Trustees held on 26th March 2026

Trustee Members present:

Mayor Cllr Harriet Digby, Deputy Mayor Malachi Carroll, Councillors Dan Henderson, Jonathan Slater and David Challinor

Apologies received from:

Cllrs Sue Shaw, Carolyn Troop, John Manners David Challinor and Graham Oxby and Derek Turner

Also present:

Rob Morrison Clerk and RFO

25/023 Declarations of Interest: Cllrs Digby declared an interest as Non-Executive Directors of Retford Together CIC and all Councillors present declared an interest in Item 5.3.

25/024 Minutes of the meetings held on the 19th November 2025 were accepted as a true record. All matters arising are to be discussed on the agenda for this meeting.

25/025 Clerk's report was noted. The outstanding item on the action log was the commissioning of a portrait of the late Queen. Derek Turner agreed to widen his search for an artist. The budget of £1,000 was still considered appropriate.

25/026 Income and expenditure report was noted and was within the expected budget.

25/027 Appointments It was noted that Kane Marsh had been appointed as Mayor's Attendant on a 3-month probationary contract commencing 1st April 2026. No suitable candidates had yet been sourced for the position of Clerk.

25/028 Appointment of Mayor Cllr Malachi Carroll was confirmed as the Mayor for the civic year 2026/27 proposed by Cllr Harriet Digby and seconded by Cllr Jonathan Slater. It was agreed to defer the appointment of a Deputy Mayor until the May 2026 meeting.

25/029 Local Government Re-organisation (LGR). The paper tabled as Item 5.3 was discussed at length. It was decided to adopt Option 2 as the way forward. The Mayor Cllr Harriet Digby volunteered to consult with stakeholders in the first instance.

25/030 Retford Charter Day 2026. A verbal update was provided by Cllr Harriet Digby on the arrangements made to date. It would appear the planning for the event is well advanced.

when requested by BDC. The precept was estimated to be £2.95 when using the 25/26 base of calculation for a Band D property.

25/031 Accounts The Trustees granted delegated authority to the Mayor to sign the accounts for the year ending 31st March 2026 after they had been circulated electronically for comments to all Trustees. This action was necessary as it was not possible to hold a further meeting of Trustees in early April due to other meetings. The date agreed for the Mayor to sign the accounts was 16th April 2026 as this would provide sufficient time for the Trustees to examine the accounts.

Meeting closed at 745pm.

East Retford Charter Trustees- action log of Minutes arising from Trustees' meetings.

Updated Progress report as at 16/04/2026

Minute reference	Date of meeting item discussed	Agenda item number	Subject	Action agreed	By whom	Progress at 10th March 2026
24/046	22/01/2025	4	QEII Portrait	Derek Turner to continue discussions with local art groups and commission the portrait	Derek Turner	In progress
25/014	19/11/25	5.6	Regalia	Clerk to investigate and obtain quotation for the supply of 4 no. Past Mayor's Jewels	Clerk	Clerk needs to borrow a Past Mayor's Jewel to obtain quote. In progress
25/021	19/11/25	7b	Tuby's Funfair	Trustees agreed to accept the donation of an historic photograph from Tuby's. Mayor to arrange suitable event to receive photo and display in the Town Hall.	Mayor	Still awaiting receipt of painting
25/014	19/11/25	5.6	Regalia	Stocktake of Regalia to be undertaken and photographed with photos subsequently published on Trustees' website.	Mayor's Attendant and Cllr Henderson	In progress
25/029	26/03/26	5.3	Local Government Re-organisation	Survey to be undertaken with key stakeholders on their views to establishing a Town Council post LGR	Cllr Harriet Digby	In progress