



## **MINUTES OF THE MEETING OF REEPHAM TOWN COUNCIL**

**HELD ON WEDNESDAY 7<sup>TH</sup> OCTOBER AT 7.30pm.**

The meeting was held under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 via Zoom.

Present: Cllr P. Mitchell (Acting Chair), M. Lester, M. Steel, R. Comer, S. Fisher, J. Harding and V. Harfield-Simpson

Town Clerk - Jo Boxall  
4 members of the public

**TC20/85. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE**  
No apologies were received as all Councillors were present.

**TC20/86. TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS IN ANY ITEM TO BE DISCUSSED.**  
No declarations of interest were received.

**TC20/87. TO ELECT A CHAIR**  
It was proposed by Cllr Steel and seconded by Cllr Fisher that Cllr Mitchell be elected chairman until May 2021. There were no further nominations, Mr Mitchell was unanimously elected. The Chairman signed the Declaration of Acceptance of Office, duly witnessed by the Town Clerk. Councillors were thanked for their support in the appointment. Cllr Mitchell extended his thanks on behalf of the Council to Les Paterson, Anne Woollett and Jules Line for all their work on the Council over many years. Les Patterson was also thanked for his hard work and commitment as Chairman. Councillors were unanimous in supporting this.

**TC20/88. TO ELECT A VICE CHAIR**  
Cllr Harfield-Simpson nominated Cllr Lester for Vice Chair but he declined the nomination at this time. Cllr Lester proposed Cllr Comer, seconded by Cllr Steel. It was unanimously agreed to appoint Cllr Comer as Vice Chair. The Declaration of Acceptance of Office form was signed and duly witnessed by the Town Clerk.

**TC20/89. TO ELECT COUNCIL REPRESENTATIVES FOR THE TOWN HALL MANAGEMENT COMMITTEE AND COUNCILLORS FOR THE PERSONNEL COMMITTEE**  
It was agreed to defer appointment of representative for the Town Hall Management Committee to the next agenda. Councillors S. Fisher, M. Lester and J. Harding were unanimously approved as members of the Personnel Committee as proposed by Cllr Steel and seconded by Cllr Harfield-Simpson.

**TC20/90. TO APPROVE SIGNATORIES FOR BANK AND SAVING ACCOUNTS AND APPROVE CONTINUED DELEGATION OF AUTHORITY TO RFO TO MAKE PAYMENTS AS REQUIRED WITH INDIVIDUAL PAYMENTS TO BE SIGNED RETROSPECTIVELY BY APPROVED SIGNATORIES**  
It was unanimously agreed to appoint Cllrs J. Harding, P. Mitchell and M. Lester as signatories for the bank and savings accounts and agree the continued delegation of authority to the RFO to make payments as required. Individual payments to be signed retrospectively by the newly appointed signatories once confirmed with the bank.

**TC20/91. TO CLOSE THE MEETING**  
There being no further business, the meeting was closed at 19.44pm