

**Worksop Charter Trust.**  
**Minutes of the meeting held on 28<sup>th</sup> September, 2020.**

**Present; Cllr. M. Richardson (Mayor) T. Eaton (Deputy Mayor) M. Charlesworth, S. Fielding, K. Greaves, N. Sanders, J. Shepherd, J. Potts, D. Pressley, J. White.**

1. Apologies: Cllrs D. Merryweather, J. Leigh.

2. Declaration of Interest;  
None

3. Minutes of the last meeting held on 20<sup>th</sup> August, 2020.  
Agreed

4. Matters arising  
None.

5. Mayors allowance:

J. White stated that the Remuneration panel usually decides on payment and the annual allowance, which is paid twice in the Mayors year of office. In the Interest of Transparency the Mayor should record all work done and what intended to do in a Forward Plan.

This was discussed and David Pressley suggested that in the fresh term of office next year the word Invoice should be taken out from the from the conditions set forward for the Mayors Allowance. This being an impossible task of gaining invoices but keeping a log of the time spent in the Mayor role.

Also D. Pressley suggested that a quarterly report from the Mayor would keep the Trustees informed of the Mayors duties and time spent in the role.

Proposed by J. Shepherd

Seconded by S. Fielding.

D. Pressley proposed the Mayors Allowance be granted, £3,000

K. Greaves seconded the proposal.

Unanimously agreed.

6. Finance:

An update from N. Sanders concerning the signatories. All the paperwork finished and awaiting approval from Nat West to say that the mandate is now updated and the cheques outstanding can be signed. This should be done in 7 days. He also proposed that the account with Nat West should be looked at every year.

Seconded by S. Fielding.

J. White to have a conversation with Unity Trust Bank.

Clerks payment: Steve Brown sent copies of the paperwork from Ed Knox who has been reviewing the pay scale. Higher Qualified £13.78 pr hr  
Lower Qualified. £13.24 pr hr.

Jo White proposed this payment.

Seconded by J. Potts.

The Mayor stated that Steve Brown would attend the next meeting of Charter Trustees to explain the pay structure in view of appointing a new Clerk.

#### 7. Steve Smith: Security 9 Line.

A discussion took place about the requirement of a Defibrillator in town. This was put forward by the Mayor after conversations with Steve Smith the Security guard at the Iceland premises. The request is for the Defibrillator to be placed on the outside wall of the premise for the use of Steve and also the public if required, the nearest one is outside the Crossing and located at the Priory Centre. Steve is First Aid trained at a high standard with 9 Line and he also carries a Jump Bag which contains First Aid equipment and portable Defibrillator. A copy of the document explaining the actions and finance of the 9 Line was sent to all Trustees before the meeting. If Steve is not on duty for even one day then he takes the bag with him so one on the wall would be beneficial to the community to be used in an emergency.

It was asked who would be responsible for the Defibrillator and the maintenance of it for the future. Mayor will contact Steve for the cost and maintenance.

Proposed to pay for the Defibrillator and the Maintenance D. Pressley

Seconded by K. Greaves.

Unanimously agreed.

There was a discussion about the Jump Bag and how the Trustees could give funding as the recipient Steve Smith is an independent figure. It was suggested that the best route for receiving any funding would be the Community Grant. K. Greaves and T. Eaton supported this. N. Sanders commented that this should be in line with the First Response. This is explained in the 9 Line document.

Proposed by K. Greaves

Seconded by N. Sanders

The Trustees present said they would support the funding from their Community Grant. The majority would give £100 subject to the amount they have left.

Unanimously agreed.

#### 8. Exchange of Information:

D. Pressley required that the Newsletter for Nov/ Dec be done to give out information to the public. The Mayor will contact Jonathan Brassington to put this forward.

C. Entwistle asked about the Blue Plaque discussed before Lockdown. Those conversations now need re-visiting with Steve Brown and the Conservation Team.

S. Fielding brought forward the VC and Memorial Gardens.

The information for these items will be on the Agenda for the next meeting.

The time of the next meeting not discussed.

Meeting closed 7-35pm