

# Minutes of the Annual Meeting of Bourne Town Council

## Held on Tuesday, 27th May 2025, 7.00pm at The Abbey Church Hall, Church Walk, Bourne, PE10 9UQ

**Present:** Councillor Mr C Pattison

Councillors	P Fellows	B Johnson	A Kelly
	R McKinney	S Mallett	H Crawford
	N Eveleigh	Z Lane	R Baker
	B Baricz Hughes	L Panrucker	S Giullari

Town Clerk K Russon

64 members of the public/press  
Recorded by the Town Clerk

The outgoing Chair welcomed members of the Council and the public to the Annual Meeting of Bourne Town Council.

### 25/001 Election of Chair/Town Mayor for the year 2025/26

*Cllr Mrs B Johnson proposed Councillor Mr C Pattison as Chair for the year 2025/26.*

*Cllr N Eveleigh seconded the proposal with the position uncontested, and unanimously.*

**Resolved:** For **Councillor Mr C Pattison**, who agreed to accept the position, to be Chair for the year 2025/26.

a) **Retiring Chairman's remarks** – Cllr H Crawford stated that it had been an honour to represent Bourne and to meet so many interesting people. Along with her Consort, Mrs Nicola Hampton, they had attended various functions both within the parish and outside.

b) At this point Cllr Pattison took the chair.

Cllr Pattison stated that it was an honour and a privilege to be elected as Mayor again and that it was good to see so many people at the meeting. Cllr Pattison thanked Cllr Crawford for all the hard work that the Mayoral Party had conducted in the past year.

### 25/002 Election of Vice-Chair for the year 2025/26

*Proposed Cllr A Kelly, seconded Cllr H Crawford*

**Resolved:** For **Councillor P Fellows**, who agreed to accept the position, to be Vice-Chair for the year 2025/26.

### 25/003 To approve apologies for absence

*Proposed by Cllr Z Lane, seconded by Cllr B Johnson and unanimously*

**Resolved:** To approve the reasons for apology for absence from Cllr N Oglesbee.

**25/004 Declaration of Interest in accordance with LGA 2000**  
None Declared although Cllr R Baker asked for dispensation under agenda item 14.

**25/005 Indication by members of the public wishing to speak on agenda items**  
One member of public wished to speak on agenda item 14.

**25/006 To adopt and sign the Notes of the Meeting of Bourne Town Council, held on 22<sup>nd</sup> April 2025 as a true record**

*Proposed Cllr S Mallett, seconded Cllr L Panrucker*

**Resolved:** To adopt the above Notes as a true record and for the Chairman to sign them as the Minutes of the above mentioned meeting

The clerk recorded 2 abstentions.

**25/007 Appointment of Chair's for the Standing Committees for 2025/2026**

***Amenities Committee***

*Proposed Cllr S Mallett, seconded Cllr B Johnson*

*With the position uncontested it was unanimously*

**Resolved:** For **Councillor B Baricz Hughes** to be Chair of the above Committee, which he graciously accepted.

***Highways and Planning Committee***

*Proposed Cllr H Crawford, seconded Cllr N Eveleigh*

*With the position uncontested it was unanimously*

**Resolved:** For **Councillor R Baker** to be Chair of the above Committee, which he graciously accepted.

***Finance & General Purposes Committee***

*Proposed Cllr S Mallett, seconded Cllr A Kelly*

*With the position uncontested it was unanimously*

**Resolved:** For **Councillor N Oglesbee** to be Chair of the above Committee, which he graciously accepted.

**25/008 To appoint the members for the Human Resources & Governance Committee for 2025/2026** (5 members - structure is Chair of F&GP plus 4 others; both genders to be represented) (Chair & Vice Chairman to be appointed by the committee at its first meeting as per its Terms of Reference)

The Town Clerk explained that this committee is to be made up of the Chair of Finance plus 4 others and that the formed committee then appoint their own Chair and Vice Chair at their first Meeting.

There was initially 7 nominations for the 4 positions therefore the appointments went to a blind ballot with the following members being elected

Cllr B Johnson

*Proposed Cllr Z Lane, seconded Cllr B Baricz Hughes*

Cllr R Baker

*Proposed Cllr S Mallett, seconded Cllr B Baricz Hughes*

Cllr N Eveleigh

*Proposed Cllr B Baricz Hughes, seconded Cllr S Giullari*

Cllr B Baricz Hughes

*Proposed Cllr N Eveleigh, seconded Cllr A Kelly*

**Resolved:** To appoint the above mentioned members including Cllr N Oglesbee as members of the Human Resources & Governance Committee

**25/009 To receive and adopt diary dates for meetings of BTC and its committees for 2025/2026**

The clerk presented a schedule of proposed dates for the new Council Year.

*Proposed Cllr R McKinney, seconded Cllr C Pattison*

**Resolved:** To receive and adopt the schedule of meetings for the year 2024/2025

The Clerk recorded 1 abstention

**25/010 Annual Audit for the year ending 2025**

**a) To complete Section 1 of the Annual Return – The Annual Governance Statement**

Having discussed each individual point on the statement it was

*Proposed Cllr S Mallett, seconded Cllr R McKinney and unanimously*

**Resolved:** To answer every part, from 1-9 with YES and the Chair to sign.

**b) To approve the Statement of Accounts (Section 2) and accompanying explanation and supporting documents as presented (including Bank Reconciliation)**

*Proposed Cllr B Johnson, seconded Cllr R Baker and unanimously*

**Resolved:** To approve section 2 of the annual return form as presented and the Chair to sign

**c) To approve the extension to the Audit to 31<sup>st</sup> July 2025**

*Proposed Cllr S Mallett, seconded Cllr B Johnson and unanimously*

**Resolved:** To extend the audit deadline to the 31<sup>st</sup> July 2025

**25/011 To appoint an Internal Auditor for the year 2025/2026**

*Proposed Cllr B Johnson, seconded Cllr N Eveleigh and unanimously*

**Resolved:** That Michelle Feasey should be appointed as the Internal Auditor for the year 2025/2026

**25/012 To resolve to agree the schedule of Town Council Financial Reserves.**

The clerk presented the schedule to the members and explained each item. The Schedule totalled £193,412.41.

*Proposed Cllr S Mallett, seconded Cllr N Eveleigh and unanimously*

**Resolved:** To resolve to agree the schedule of Reserves

**25/013 To Approve the Insurance Quotation for the year 2025/2026**

The clerk informed members that the quote of £4919.83 for a 3 Year LTA was an increase from last year but we had added the South Street Toilets. However, it was pointed out that we are due to have gym equipment due to be installed at Dyke soon so these would need adding.

*Proposed Cllr H Crawford, seconded Cllr R McKinney and unanimously*

**Resolved:** For the Clerk to get Dyke added with as little increase as possible and to then accept the insurance quotation

**25/014 To Discuss any Information, that the Chair may legally bring to the Council's attention.**

One member of public gave thanks to the Clerk, Council Support Officer and Councillors for their help over the past year.

Cllr R Baker advised that the cabinet papers for the following week had been published and that the draft S18 Local Plan details were included. There will be a 30% increase on building directive from Local Government. Central Government has increased this across the district and the density per hectare is also being increased from 30 to 35 per hectare. Cllr P Knowles advised that the Public Consultation will commence in July.

*The Chairman declared the meeting closed at 20:05*