

## FORDINGBRIDGE TOWN COUNCIL

### Minutes of a Disability Awareness Committee Meeting held on 19<sup>th</sup> March 2013 at 7.30 pm in the Town Hall

#### **Present:**

Cllr Fulford – Chairman  
Cllrs, Connolly, Price & (G) Wilson  
NFDC Cllr A Sevier  
Mr G Kimmings, Fordingbridge Society  
Mr B Brag, Ms J Burt

#### **In attendance:**

Ms K Mason, Town Clerk

#### **1. Welcome from the Mayor**

The Mayor welcomed everyone to the meeting and explained that the Committee needed to look at working towards a long term plan, working with HCC and NFDC as partners.

Each member introduced themselves.

#### **2. Appointment of a Chairman**

It was AGREED that Cllr Fulford be elected as Chairman.

Cllr Fulford took the Chair and gave a brief resume about her background and interest with disability. She stressed that it was important to accept that the work of the Committee could only achieve success a step at a time. It was important to focus on helping people with disabilities help themselves.

#### **3. To appoint a Committee**

Those persons present were appointed to the Committee.

#### **4. Apologies**

There were apologies for absence from Mr K Gerrard, Fordingbridge Society.

#### **5. Declarations of Interest**

There were no declarations of interest.

The Clerk explained the Code of Conduct requirements and will let members of the Committee have the relevant papers at the next meeting.

#### **6. To adopt the terms of reference of the Committee**

It was proposed by Cllr Sevier and seconded by Cllr Price that the following terms of reference be adopted:

The objective of the Committee is to endeavour to maintain & improve the quality of life of the people of Fordingbridge through co-operation with the Council's partners and other organisations with regard to disability access related issues.

1. The Disability Access Committee is constituted as a Sub Committee of Fordingbridge Town Council (FTC). The Committee composition shall comprise of up to five Councillors and at least five or more co-opted members of the public. All will be voting members. Three members of the Committee shall constitute a quorum.

2. A maximum of two members only of any one organisation or society will be able sit on the Committee at the same time.
3. The Chairman to be elected annually by the Town Council
4. The Chairman of the Committee shall be a member of the Town Council.
5. Members of the Town Council and public who do not sit on the Disability Access Committee may attend meetings and speak only with the permission of the Chairman. They may not vote.
6. The Committee has no delegated executive powers to place orders for works and services. The Committee shall approach the Finance & Policy Committee for any budget which might be required. However, a budget may not automatically be granted.
7. The Councillors' Code of Conduct will apply to all members of the Committee and FTC's Standing Orders will apply to conduct of meetings (declaration of interests, debate, voting etc).
8. The Committee will be advisory and will not have any executive powers. It may make recommendations to the Council for consideration and approval. The Committee may appoint Working Group(s) for specified purpose(s) with the approval of the Town Council and convene Special Meetings in accordance with the Council's Standing Orders.
9. The Committee may consult and seek advice & information from external organisations and relevant experts. However, it must ensure that any such correspondence cannot be interpreted as a decision or an opinion of the Town Council.
10. All correspondence shall be conducted through the Town Clerk.
11. Notes or Minutes of all meetings are to be kept by the Town Clerk and forwarded by e-mail or mail to members of the Committee and other Town Council members.
12. The Committee will meet as the workload requires, with a minimum of 3 days clear notice given.
13. Any policy or financial decisions recommended by this committee will require to be approved by the Finance & Policy Committee at the next meeting following the recommendation. Any other decisions and recommendations will require to be approved by General Council at the next meeting following the recommendation.
14. The Committee will consider issues arising from:
  - Access for mobility impaired and disabled people throughout Fordingbridge Parish
  - Mobility impaired road safety issues
15. The Committee will liaise with Hampshire County Council and New Forest District Council, Hampshire Constabulary and other relevant local and national organisations to seek resolutions for identified problems and to suggest possible ways to improve disabled access.

**7. To receive any matters raised by members of the public**

No members of the public were present.

**8. To receive a report from the Clerk or any other relevant business**

It was AGREED to contact Parish Clerk from neighbouring parishes to see if there are any issues affecting disabled people in their parishes.

Mr B Bray pointed out that there were other issues rather than those of access which were very important such as access to other people and activities as disabled people can sometimes feel very lonely and isolated. Communication is vital. Members were made aware that there is a New Forest Forum for Elderly people. The Chairman asked Mr Bray if he could make a list of items to be discussed on the next agenda.

Cllr Sevier pointed out the importance of knowing where to find help and considered a holistic approach was needed to help get information to the right people.

**9. To note the date of the next Transport Committee as Wednesday 17<sup>th</sup> April 2013 at 11am.**

The meeting closed at 8.10 pm.