
**MINUTES OF THE ANNUAL MEETING HELD ON
WEDNESDAY 20 MAY 2026 AT 7.00PM AT THE TOWN HALL**

Present: **Councillor** **Matthew Bayliss**
 Chris Botten
 Annette Eyre
 Don Hammond
 Graham Hill
 Matthew Kellermann
 Roger Lamb
 Nick O'Brien
 Barbara Tansey
 Lorna Woodcroft

In attendance: **Tom Horwood (Town Clerk)**
 Hayley Carter (Deputy Clerk)
 Samantha Brown (Admin/Councillor Support Officer)
 Natalie Beckell (Events & Marketing Lead Officer)
 George Jerram (Work Experience Student)

5 members of the public and press

Prior to the start of the meeting Councillor Annette Eyre presented a cheque for £2,706 to her Mayor's charity, St Michael's Hospice, that being the money raised by her during her last year as Mayor.

1 Election of the Town Mayor and Declaration of Acceptance of Office

Councillor Eyre proposed that the Council receive the list of nominations and elect one of the nominees to the office of Town Mayor. This was seconded by Councillor O'Brien, and it was

RESOLVED

**To receive the list of nominations and elect one of the nominees
to the office of Town Mayor.**

All councillors voted in favour.

The nominees received in advance of the meeting were:

Councillor Graham Hill
Councillor Barbara Tansey

Both nominees spoke briefly about why they were standing for the role of Mayor.

Councillor Tansey was duly elected with voting as follows:

Councillor Tansey: Councillors Botten, Hammond, Lamb, O'Brien, Tansey and Woodcroft
Councillor Hill: Councillors Bayliss, Eyre, Hill and Kellermann

Councillor Tansey then read out and signed the Declaration of Acceptance of Office, which was witnessed by the Town Clerk, and was presented with the Chain of Office from the outgoing mayor, Councillor Annette Eyre, who congratulated Councillor Tansey on being elected to the role and wished her the very best for the coming year.

The new Town Mayor then took over the chairing of the meeting, thanking councillors for their confidence in her and thanking the outgoing Mayor for her commitment to the town over the last two and a half years.

2 **Election of the Deputy Town Mayor and Declaration of Acceptance of Office**

Councillor Tansey proposed that the Council receive the list of nominations and elect one of the nominees to the office of Deputy Town Mayor. This was seconded by Councillor O'Brien, and it was

RESOLVED

To receive the list of nominations and elect one of the nominees to the office of Deputy Town Mayor.

In favour: Councillors Bayliss, Botten, Eyre, Hammond, Hill, Lamb, O'Brien, Tansey and Woodcroft
Against: Councillor Kellermann

The nominees received in advance of the meeting were:
Councillor Chris Botten

Councillor Kellermann nominated Councillor Woodcroft in the meeting, who did not wish to accept the nomination.

Councillor Botten was duly elected with voting as follows:

In favour: Councillors Bayliss, Botten, Eyre, Hammond, Hill, Lamb, O'Brien, Tansey and Woodcroft
Against: Councillor Kellermann

Councillor Tansey congratulated Councillor Botten on his appointment and Councillor Botten thanked councillors for their confidence in him and pledged to support the new Mayor over the coming year.

3 **Apologies for Absence**

Apologies were received from Councillors Mark Boyce-Churn and John Quincey.

4 Declarations of Interest and Requests for Dispensation

No declarations of interest were received.

5 Presentation to the Outgoing Mayor

The outgoing Deputy Mayor, Councillor O'Brien, spoke about the positive work Councillor Eyre had done for the town and how much she had engaged with groups and residents over the last two and a half years, adding that "the way she has approached the role with openness, integrity and friendliness is an example to us all". Other councillors added their thanks and Councillor Annette Eyre was presented with flowers and a painting in thanks for her time as Town Mayor.

6 Town Mayor's Announcements

Councillor Tansey said she was humbled and honoured to have been elected as Town Mayor and thanked councillors again for their trust in her. She said a few words of thanks to the outgoing Mayor, who she said has set an example to them all.

She announced that she has chosen Home-Start as her charity for the year.

She went on to say that for the Council to work closely with Altonians is more important than ever, adding that she is looking forward to the coming year, "to celebrating our successes and tackling our challenges."

She finished by reminding the meeting about the upcoming by-election for Whitedown ward which is to take place on 11 June.

7 Written Representations from the Public

No correspondence was received in advance of the meeting.

8 Questions and Statements by the Public

There were no persons present who wished to speak.

9 Committees

Councillor Tansey said each item would be taken in turn.

- 9.1 Councillor Hammond proposed that the Council approve the revised terms of reference for the Climate Change Committee. This was seconded by Councillor Hill.

Councillor Kellermann had proposed an amendment 48 hours in advance of the meeting that there be an “addition of words to recommendation 1 after “Climate Change Committee”, so that the full motion reads:

“1. To approve the revised terms of reference for the Climate Change Committee, subject to the replacement of part 7 of the Terms of Reference with the following: ‘The Committee will ensure that reports and information updates are maintained on the ATC website. The Committee will brief the Full Council on any recommendations it has resolved. These briefings should be held at the earliest opportunity following the meeting (at which such recommendations were resolved) and prior to any such recommendations appearing on Full Council agendas. These briefings will allow councillors to evaluate the reasoning behind the decision and aid them in the decision-making process.’”

There being no seconder the amendment was **not carried**.

Thus, on the proposal of Councillor Hammond, seconded by Councillor Hill, it was

RESOLVED

To approve the revised terms of reference for the Climate Change Committee.

In favour: Councillors Bayliss, Botten, Eyre, Hammond, Hill, Lamb, O’Brien, Tansey and Woodcroft
Against: Councillor Kellermann

9.2 On the proposal of Councillor Hill, seconded by Councillor Hammond, it was

RESOLVED

To approve the membership of the Climate Change Committee as Pennie Brown, Chris Chappell, Scott Gudrich, Councillor Don Hammond, Rodney Painell, Kevin Ray, Councillor Barbara Tansey and Councillor Lorna Woodcroft.

In favour: Councillors Bayliss, Botten, Eyre, Hammond, Hill, Lamb, O’Brien, Tansey and Woodcroft
Against: Councillor Kellermann

9.3 On the proposal of Councillor Botten, seconded by Councillor O’Brien, it was

RESOLVED

To approve Councillor Don Hammond as Chair of the Climate Change Committee.

In favour: Councillors Bayliss, Botten, Eyre, Hammond, Hill, Lamb, O’Brien, Tansey and Woodcroft

Abstained: Councillor Kellermann

- 9.4 On the proposal of Councillor Eyre, seconded by Councillor Hill, it was

RESOLVED

To approve the revised terms of reference for the Planning Committee.

All councillors voted in favour.

- 9.5 On the proposal of Councillor Hill, seconded by Councillor Eyre, it was

RESOLVED

To approve the membership of the Planning Committee as all town councillors ex officio.

In favour: Councillors Bayliss, Botten, Eyre, Hammond, Hill, Lamb, O'Brien, Tansey and Woodcroft

Against: Councillor Kellermann

- 9.6 On the proposal of Councillor Bayliss, seconded by Councillor Hammond, it was

RESOLVED

To approve Councillor Annette Eyre as Chair of the Planning Committee.

All councillors voted in favour.

- 9.7 On the proposal of Councillor Bayliss, seconded by Councillor Eyre, it was

RESOLVED

To approve the revised terms of reference for the Staffing Committee.

All councillors voted in favour.

- 9.8 Councillor Hammond proposed that the Council approve the membership of the Staffing Committee as Councillors Matthew Bayliss, Annette Eyre and Graham Hill. This was seconded by Councillor Hill.

Councillor Tansey announced that in line with the Terms of Reference she, as Mayor, would be taking up a position on the committee.

Councillor Kellermann had proposed an amendment 48 hours in advance of the meeting to add "Cllr Matthew Kellermann" to the list of Staffing Committee members in recommendation 8.

There being no seconder the amendment was **not carried**.

Thus, on the proposal of Councillor Hammond, seconded by Councillor Hill, it was

RESOLVED

To approve the membership of the Staffing Committee as Councillors Matthew Bayliss, Annette Eyre and Graham Hill.

All councillors voted in favour.

9.9 On the proposal of Councillor Eyre, seconded by Councillor Hill, it was

RESOLVED

To approve Councillor Matthew Bayliss as Chair of the Staffing Committee.

All councillors voted in favour.

9.10 Councillor Kellermann had proposed an amendment 48 hours before the meeting to add as point 10: "To approve the creation of an Open Spaces Committee and that the Town Clerk consult with councillors and propose Terms of Reference at the July 2026 Full Council meeting."

This was seconded by Councillor Eyre who then, in accordance with Standing Order 10 a (ii) proposed that the item be deferred to a future meeting. The deferment was seconded by Councillor Botten, and it was

RESOLVED

To defer consideration of the proposed motion.

In favour: Councillors Botten, Eyre, Hammond, Hill, Kellermann, Lamb, O'Brien, Tansey and Woodcroft

Abstained: Councillor Bayliss

The meeting closed at 8.05pm.