



Much Wenlock Town Council

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Town Clerk: Sharon Clayton BA (Hons) Fellow ILCM

NOTICE IS HEREBY GIVEN that a meeting of the above named Town Council **FINANCE & RESOURCES COMMITTEE** will take place at the **Corn Exchange, Much Wenlock** commencing at **5:30 p.m.** on Tuesday **21 February 2017** and Members are hereby summoned to attend for the purpose of transacting the following business.

Sharon Clayton BA (Hons) Fellow ILCM
Town Clerk/Responsible Financial Officer

Date of issue: 15 February 2017

AGENDA

FILMING AND RECORDING OF COUNCIL MEETINGS AND THE REQUIREMENTS OF THE DATA PROTECTION ACT 1998

Any person present at a Council meeting may not orally report or comment about a Council meeting as it takes place but otherwise may: film, photograph, or make an audio recording of a meeting; use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; report or comment on the proceedings in writing during or after a meeting, or orally report or comment after the meeting. Anyone making a recording for non-domestic purposes is advised to seek advice on their obligations to ensure any processing of personal information complies with the Data Protection Act 1998.

Anyone who objects to being filmed or recorded should notify the Town Clerk prior to the commencement of the meeting.

1. CHAIRMAN'S WELCOME

2. APOLOGIES

To receive apologies for absence

3. DISCLOSURE OF PECUNIARY INTERESTS

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.

4. DISPENSATIONS

Requests for dispensation should be in writing, addressed to the Town Clerk and received prior to the meeting

5. MINUTES

To approve the minutes from a meeting held on 24 January 2017

6. TOWN CLERK'S REPORT

To receive a report from the Town Clerk on action taken since the last meeting

7. FINANCE

- a) To receive a financial report from the Responsible Financial Officer
- b) To consider and approve receipts and payments for January 2017

Members:

Cllr. Robin Bennett, Cllr. Herbert Harper, Cllr. Yvonne Holyoak, Cllr. Mike Grace, Cllr. David Turner and Cllr. Milner Whiteman OBE

- c) To receive bank reconciliations to end of January 2017
- d) To consider and approve income and expenditure to 31 January 2017
- e) To consider and approve payments for February 2017 (to follow)

8. INTERNAL AUDIT REPORT

To receive the internal audit report

9. RESCISSION OF PREVIOUS DECISIONS

In accordance with Standing Order no. 7a, three councillors request that the following decisions made on 24 January 2017 be rescinded in order to reconsider them following new information being made available:

- a) Minute no: 9(b) – agreed that non-inhabitant cemetery fees apply to those not living in the parish at the time of death.
- b) Minute no: 10(b) – agreed that future media promotion be carried out in-house.
- c) Minute no: 13 – agreed that the rent at Linden Lodge be increased by £40 per calendar month.

Recommended by the Town Clerk

10. CEMETERY FEES

To consider and approve:

- a) An increase to cemetery fees (Cllr. Herbert Harper)
- b) When fees should apply for those living outside of the parish at the time of death

11. CEMETERY ACCESS PROJECT

To receive an update from the 'Friends of the cemetery' concerning the "Cemetery access project"

12. CORRESPONDENCE

Thank you letter from the Much Wenlock Tree Forum

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Due to the confidential nature of the business to be transacted and pursuant to Section 1(2) of the above Act it is requested that the public and press are not present.

13. RENT REVIEW LINDEN LODGE

To consider and approve a rent review for Linden Lodge