



# Much Wenlock Town Council

Corn Exchange  
Much Wenlock  
Shropshire  
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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 **22 November 2016** and Members are hereby summoned to attend for the purpose of transacting the following business.

Sharon Clayton BA (Hons) Fellow ILCM  
Town Clerk

Date of issue:  
16 November 2016

## 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 25 October 2016

### **6. TOWN CLERK'S REPORT**

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

### **7. FINANCE**

- a) To consider and approve receipts and payments for October 2016 (to follow)
- b) To receive bank reconciliations to 31 October 2016 (to follow)
- c) To consider and approve income and expenditure to 31 October 2016 (to follow)
- d) To consider and approve payments for November 2016 (to follow)

Members:

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

## **8. FIRE RISK ASSESSMENTS**

To consider and approve fire risk assessments for the Corn Exchange and the Guildhall

## **9. DATA PROTECTION**

To consider and approve that the town council takes responsibility for storage of the Christmas Fayre Committee's data/information

## **10. CORRESPONDENCE**

To **NOTE** the following:

Letters of thanks from:

- Crucial Crew
- Wenlock Herald
- Walkers are Welcome
- Much Wenlock Bowling Club

### **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.**

## **11. STREET LIGHTING MAINTENANCE**

To consider and approve quotes to appoint a contractor to maintain street lighting

## **12. STREET LIGHTING**

To consider for approval quotes for a street light repair at Station Road