



# Much Wenlock Town Council

Corn Exchange  
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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 **24 March 2015** 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:  
18 March 2015

## A G E N D A

### 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 the meeting held on 24 February 2015

#### 6. TOWN CLERK'S REPORT

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

#### 7. FINANCE

- To receive the bank reconciliations to date
- To consider and approve receipts and payments to date
- To consider and approve income and expenditure to date

Members:

Cllr. Robin Bennett, Cllr. Bert Harper, Cllr. Mary Hill, Cllr. Yvonne Holyoak and Cllr. Robert Toft

## **8. INTERNAL AUDIT PLAN 2015/2017**

To consider and approve the above

## **9. CEMETERY**

To receive a verbal update from Cllr. Mary Hill and Cllr. Bert Harper on:

- a) The poor condition of the cemetery paths
- b) A revised policy for memorial dimensions

## **10. COMMEMORATIVE PLAQUE**

To consider and approve a design and materials for the installation of a commemorative plaque at Sheinton corner to celebrate the passing of the Olympic Torch through the town in 2012

## **11. WW1 WORKING GROUP REPORT**

- a) To receive a report from the above working group
- b) To consider and approve expenditure for a public meeting to promote this year's WW1 exhibition

## **12. MUCH WENLOCK BOROUGH RECORDS**

To consider and approve the Town Council's support for a grant application to secure funding to conserve the two earliest surviving Much Wenlock minute books

## **13. PAST MAYORS BADGES**

To consider and approve the issue of past Mayors badges to past Mayors (Town Clerk to report)

## **14. SPECIFICATION FOR CEMETERY MAINTENANCE**

To consider and approve a specification for cemetery maintenance

## **15. SIGNAGE**

To consider and approve permission for 'Walkers are welcome' signage to be affixed to Town Council property

## **16. ITEMS FOR NEXT AGENDA**

To consider and approve items for inclusion on the next agenda

## **17. DATE OF NEXT MEETING**

To NOTE that the next meeting will take place on Tuesday 28 April 2015 commencing 5:30 pm at the Corn Exchange

## **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**Pursuant to Section 1(2) of the above Act the public and press may not be present for the remainder of the meeting due to the confidential nature of the following business.**

## **18. QUOTES**

To consider and approve quotes for the following:

- a) Repair to the tornado in the children's playground on the Gaskell Recreation Ground
- b) Cemetery maintenance
- c) Key safe

## **19. CONTRACTS**

To consider and approve contracts for the renewal of:

- a) Gaskell Recreation Ground maintenance
- b) Town Council website
- c) Public Toilets maintenance
- d) Street lighting maintenance
- e) CCTV upgrade