



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 **27 January 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:
21 January 2015

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 the meeting held on 25 November 2014

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 the bank reconciliation to the end of December 2014 (enclosed)
- b) To consider and approve receipts and payments for December 2014
- c) To consider and approve income and expenditure to the end of December 2014 (enclosed)
- d) To consider whether the Town Council should invest its reserves with CCLC (Churches, Charities and Local Authorities)

8. CHILDREN IN NEED

To consider and approve whether the open space at the Corn Exchange may be used to support the annual 'BBC Children in need Appeal'

9. TOWN MAP

To consider and endorse the new Town Map produced by the 'Friends of the Museum' and approve that the Town Council seal may be used on the map

10. GUILDHALL

To consider and approve whether the Guildhall may be hired for ghostly events

11. CHRISTMAS LIGHTS

- a) To receive a report on the Christmas lights
- b) To receive a cost analysis for Christmas lighting

12. MEMORIAL SEAT

To consider and approve a request for a memorial seat to be installed in the cemetery

13. CEMETERY

To consider and approve:

- a) A plan of action for mapping/managing the cemetery
- b) The installation of markers on each monument
- c) A revision of cemetery regulations for headstones

14. LINDEN LODGE

To consider and approve necessary work following the periodic visual inspection report from Balfours concerning Linden Lodge

15. ITEMS FOR NEXT AGENDA

To consider and approve items for inclusion on the next agenda

16. DATE OF NEXT MEETING

To NOTE that the next meeting will take place on Tuesday 24 February 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.

17. EMPLOYMENT LAW, HR, AND HEALTH AND SAFETY SUPPORT

To consider and approve a quote for the above

18. PA SYSTEM

To consider and approve quotes for a portable PA system

19. BUS SHELTER AT QUEEN STREET

To consider and approve quotes for refurbishment of Queen Street bus shelter