



# Much Wenlock Town Council

Corn Exchange  
Much Wenlock  
Shropshire  
TF13 6AE  
01952 727509

townclerk@muchwenlock-tc.gov.uk  
www.muchwenlock-tc.gov.uk

**Town Clerk: Sharon Clayton BA (Hons) Fellow SLCC**

**NOTICE IS HEREBY GIVEN** that a meeting of the above named Town Council will be held at the **Guildhall**, Much Wenlock commencing at **7 pm** on Thursday **7 June** 2018 and Members are hereby summoned to attend for the purpose of transacting the following business.

Signed.....  
Sharon Clayton BA (Hons) Fellow SLCC  
Town Clerk

Date: 31 May 2018

## 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.

**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 should 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. Shropshire Council report**

To receive a report from Shropshire Councillor David Turner (for information only)

#### **6. Public session**

At the discretion of the Chairman, members of the public who have given prior written notice to the Town Clerk, may ask questions of the Council concerning matters on the agenda

#### **7. Minutes**

- a) To APPROVE and ADOPT the minutes of the re-convened Annual Town Council meeting held on 17 May 2018
- b) To ADOPT the minutes of a Finance & Asset Management Committee meeting held on 24 April 2018

#### **8. Town Clerk's report**

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

**9. Review and approval of the following Terms of Reference**

- a) Appeals Panel
- b) Discipline & Grievance Panel
- c) Planning & Environment Committee
- d) Finance & Asset Management Committee
- e) HR Committee
- f) Media, Marketing and Tourism

**10. Review/adoption of the following**

- a) Councillor Vacancy Policy
- b) Procedure for advertising casual vacancies
- c) Subject Access Policy
- d) Subject Access Requests Procedure

**11. Barclays Bank closure**

To consider and approve a response to the closure of Barclays Bank in Much Wenlock

**12. Litter picks**

To consider and approve the purchase of litter picking equipment

**13. Complaint concerning Dr William Penny Brookes Herbarium**

To consider a complaint concerning the Town Council's decision to transfer the herbarium to Shropshire Museums

**14. ASB application**

To consider and approve an application for one, or all, of the following; Criminal Behaviour Order, Community Protection Notice, Public Spaces Protection Order to help prevent anti-social behaviour at the Corn Exchange

**15. Littering at the entrance to Shadwell Quarry**

To consider the problems of littering at the entrance of Shadwell Quarry (Cllr. Herbert Harper)

**16. Consultation**

To consider and approve a response to any consultation received

**17. Correspondence**

To receive and NOTE the following:

- a) SALC information bulletin and other information – emailed to Members
- b) Email from Barclays Bank notifying of its closure
- c) Police report – to follow

**18. Agenda items for next town council meeting**

Members are invited to suggest items for inclusion on the agenda for the next meeting

**19. Date of next meeting**

To NOTE that the next meeting will take place on **5 July 2018**