



# Much Wenlock Town Council

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Locum Town Clerk: Trudi Barrett BA (Hons)

NOTICE IS HEREBY GIVEN that a meeting of the above named Town Council **FINANCE & ASSET MANAGEMENT COMMITTEE** will take place in the **Committee Meeting Room** at the **Corn Exchange, Much Wenlock** commencing at **5.30 pm** on Tuesday **29<sup>th</sup> January 2019** and Members are hereby summoned to attend for the purpose of transacting the following business.

Trudi Barrett  
Locum Town Clerk

Date of issue: 23<sup>rd</sup> January 2019

## A G E N D A

**FILMING AND RECORDING OF COUNCIL MEETINGS  
AND THE REQUIREMENTS OF THE DATA PROTECTION ACT 2018**

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 2018.

**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 27 November 2018.

**6. Town Clerk's report**

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

## **7. Internal Audit**

To **note** that the internal auditor will be visiting on 4<sup>th</sup> February.

## **8. Finance**

- a. To consider and approve income and expenditure for October, November and December 2018.
- b. To receive the balance sheets for October, November and December 2018
- c. To consider and approve receipts and payments for October, November and December 2018.
- d. To receive and approve bank reconciliations to the end of October, November and December 2018.
- e. To consider and approve payments for December 2018 and January 2019 (to follow).

## **9. Deferred agenda items**

To note that the Budget for 2019/20 was approved at the January full Council meeting and that consideration of the following deferred items is therefore no longer necessary:

- Budget for Property Refurbishment/Maintenance work
- Budget 2019/20

## **10. Corn Exchange – Intermediate Office**

To consider a request from the tenant of the intermediate office in the Corn Exchange to install a replacement door.

## **11. Linden Lodge**

To consider a property survey and recommendations for Linden Lodge (previously circulated).

## **12. CCTV**

To review the current position and requirements with regard to CCTV provision.

## **13. Electricity Meter in Cemetery Chapel**

To decide whether to de-energize the electricity meter in the Cemetery Chapel as no electricity is being consumed.

## **14. Grant to Much Wenlock Twinning Group**

To note a thank you letter from Much Wenlock Twinning Group for the grant awarded.

## **15. Date of next meeting**

To **note** that the next meeting will take place on 26<sup>th</sup> February 2019.

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

***Pursuant to Section 1(2) of the above Act due to the confidential nature of the following business to be transacted it will be PROPOSED, SECONDED and RESOLVED that the public and press should not be present.***

## **16. Street Light Replacement**

- a. To note that E.ON have removed a concrete street lighting column in The Paddock as it was unsafe.
- b. To consider and agree to the provision of a replacement column.

## **17. Public Toilets**

- a. To note that the current contract with Healthmatic is due to expire on 31<sup>st</sup> March 2019.
- b. To consider quotations to hand for the provision of new public toilets and decide how to move forward.

## **18. Memorial Plaque for Back Lane Car Park**

To consider quotations and select a supplier for the memorial plaque (papers previously circulated).

## **19. Repair Schedule**

To consider quotations for repairs to the Guildhall and Corn Exchange (if to hand).