



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: Trudi Barrett BA (Hons)

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, 6th June 2019** and Members are hereby summoned to attend for the purpose of transacting the following business.

Signed.....
Trudi Barrett BA (Hons)
Town Clerk

Date: 31st May 2019

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 dispensations should be in writing, addressed to the Town Clerk and received prior to the meeting.

5. Shropshire Council Report

To receive a verbal report from Shropshire Councillor David Turner on Shropshire Council matters specifically relating to Much Wenlock (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 a Town Council meeting held on 9th May 2019.
- b. To ADOPT the minutes of Planning & Environment Committee meeting held on 30th April 2019.
- c. To ADOPT the minutes of a Finance & Asset Management Committee meeting held on 23rd April 2019.
- d. To ADOPT the minutes of HR Committee meetings held on 11th April and 7th May 2019.

8. Town Clerk's Report

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

9. Future High Streets Fund

To note and consider information regarding the Future High Streets Fund.

10. Working Group Reports

To consider reports from the following working groups:

- a. Friends of the Cemetery
- b. History
- c. Communications, Markets & Tourism
- d. Housing Needs

11. Financial Regulations

To review and approve the revised Financial Regulations.

12. Finance, Asset Management & HR Committee Terms of Reference

To review and approve the terms of reference for the Finance, Asset Management and HR Committee.

13. Barclays Bank Working Group Terms of Reference

To review and approve the terms of reference for the Barclays Bank Working Group.

14. Year End Accounts 2018/19

- a. To approve income and expenditure from 1st April 2018 to 31st March 2019.
- b. To approve amendments to the asset register as at 31st March 2019.
- c. To approve the balance sheet as at 31st March 2019.
- d. To approve the bank reconciliation as at 31st March 2019.

15. Annual Governance and Accountability Return 2018/2019

- a. To receive the final internal audit report for the financial year 1st April 2018 to 31st March 2019.
- b. To consider and approve the Annual Governance Statement 2018/2019 (Section 1).
- c. To consider and approve the Accounting Statement for 2018/2019 (Section 2).
- d. To note that the period for the exercise of public rights will run from Monday, 17th June to Friday, 26th July 2019.

16. Charity Accounts

- a. To approve the accounting statements from 1st April 2018 to 31st March 2019 for the following Charity Accounts: Cooke Clock Account, Thorn Pudsey Account, Barnados Morris Account.
- b. To consider closure of the above bank accounts and transfer of the funds into the Town Council's account as earmarked reserves, as suggested by the Internal Auditor.

17. Gaskell Recreation Ground – Leader Funding Application

- a. To note a report on progress with the Leader Funding application and to note that match funding of £7,000 has been agreed by William Brookes School.
- b. To resolve that the application for Leader funding be submitted by the Town Council, rather than the Gaskell Recreation Ground.
- c. To note that match funding of up to £8,000 is likely to be required from the Town Council and to confirm the Council's agreement to provide this amount.

18. Shropshire Local Plan Review 2016-2036 – Preferred Sites

To note a report from a discussion held with local residents regarding Shropshire Council's preferred sites for housing development in the town.

19. Ironbridge Power Station Re-development

To note a report from the recent public meeting regarding the above and to consider any issues arising.

(For information see the website: www.ironbridgeregeneration.co.uk)

20. Flood Awareness Event

To note that a Flood Awareness Event has been organised with representatives of the Environment Agency and Shropshire Council for the evening of Wednesday, 10th July at the Priory Hall.

21. Coach Parking in Much Wenlock

To consider provision for additional coach parking in the town.

22. Christmas Lights Switch-on 2019

To consider a proposal from the Communications, Markets & Tourism Working Group regarding the date and format of the Christmas Lights Switch-on 2019.

23. Consultation

To consider and approve a response to any consultation received.

24. Correspondence

To receive and NOTE the following:

- a. SALC information bulletin and other information – emailed to Members.
- b. CCG Board Update 15th May 2019 – emailed to Members.
- c. Invitation to Rural Crime Prevention Evenings at 7.30pm on Tuesday, 25th June 2019 at Shipton Village Hall and Thursday, 27th June at Church Preen Village Hall.

25. Agenda items for next Town Council meeting

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

26. Date of next meeting

To NOTE that the next meeting will take place at 7.00pm on **Thursday, 4th July 2019** at the Guildhall.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the above Act and 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.

27. Barclays Bank

To note an update on the Town Council's negotiations with Barclays Bank.

28. Recruitment of Administrative Assistant

- a. To note the outcome of interviews for the position of part-time Administrative Assistant.
- b. To approve the appointment of the preferred candidate, subject to satisfactory references.