



**Much Wenlock Town Council**

Corn Exchange  
Much Wenlock  
Shropshire  
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**Town Clerk: Trudi Barrett BA (Hons)**

NOTICE IS HEREBY GIVEN that a meeting of the above-named Town Council **FINANCE & ASSET MANAGEMENT COMMITTEE** will be held at **7.00 pm** on Tuesday, **20<sup>th</sup> July 2021** at the **Guildhall**, Much Wenlock and Members are hereby summoned to attend for the purpose of transacting the following business.

Regards

Trudi Barrett  
Town Clerk

Date of issue: 13<sup>th</sup> July 2021

## **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. Election of Chairman**

To elect the Chairman of the committee.

**2. Election of Deputy Chairman**

To elect the Deputy Chairman of the committee.

**3. Apologies**

To receive apologies for absence

**4. 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.

**5. Dispensations**

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

**6. Minutes**

To **approve** the minutes of a meeting of the Finance, Asset Management and HR Committee held on 23<sup>rd</sup> March 2021.

**7. Town Clerk's report**

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

## **8. Finance**

- a. To note a report from the Responsible Financial Officer.
- b. To note the balance sheet as at 30<sup>th</sup> June 2021.
- c. To note the income and expenditure to 30<sup>th</sup> June 2021.
- d. To review and approve bank reconciliations to 30<sup>th</sup> June 2021.
- e. To consider and approve payments from 15<sup>th</sup> May 2021 to date (to follow)

## **9. Community Infrastructure Levy Neighbourhood Fund**

- a. To note the 2020/21 Neighbourhood Fund allocation of £5,746.16 to Much Wenlock and the total allocation between 1<sup>st</sup> January 2012 and 31<sup>st</sup> December 2020 of £24,190.66.
- b. To note that, including the 2020/21 payment, the Council is currently holding £18,589 in the Neighbourhood Fund budget.

## **10. Guildhall Cupola**

To note that the application for Listed Building Consent for work to the cupola has been submitted to Shropshire Council and to consider any associated matters.

## **11. Cemetery Grass Cutting and Grounds Maintenance**

To consider correspondence received from a member of the Friends of the Old Cemetery regarding the grass cutting regime in the cemetery.

## **12. Busking in The Square**

To consider requests to busk in the Square and how to deal with these.

## **13. Review of Property Holdings**

To consider setting up a sub-committee or working group to review the Town Council's property holdings.

## **14. Date of next meeting**

To note that the next meeting will be held on Tuesday, 21<sup>st</sup> September 2021 at 7.00pm at the Guildhall.

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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.***

## **15. Linden Lodge Inspection Report**

To consider the most recent periodic inspection report for Linden Lodge from March 2021.

## **16. Office Photocopier**

To note that the lease on the office photocopier expired at the end of June and to consider quotations for a new lease copier.

## **17. Floral Displays**

To retrospectively approve the arrangements for the town's summer floral displays.

## **18. Fire Safety Audit**

To consider the Fire Safety Audit of the Corn Exchange carried out on 8<sup>th</sup> June 2021.