



Much Wenlock Town Council

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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, 26th July 2022** 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: 20th July 2022

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. Apologies

To receive apologies for absence.

2. 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.

3. Dispensations

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

4. Minutes

- a. To resolve to amend the approved minutes of a meeting of the Finance and Asset Management Committee held on 22nd March 2022 to correct minute 18.
- b. To resolve to approve the minutes of a meeting of the Finance and Asset Management Committee held on 24th May 2022.

5. Town Clerk's report

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

6. Finance

- a. To note a report from the Responsible Financial Officer.
- b. To note the balance sheet as at 30th June 2022.
- c. To note the income and expenditure to 30th June 2022.
- d. To review and approve bank reconciliations to 30th June 2022.
- e. To consider and approve payments from 25th May 2022 to date (to follow)

7. Strategic Plan

To consider priorities for inclusion in the Town Council's Strategic Plan.

8. Guildhall – Legionella Risk Assessment

To consider the legionella risk assessment for the Guildhall carried out on 26th April and matters arising from the report.

9. Structural Inspection of Cemetery Chapel and Lychgate

To consider the structural inspection report to the chapel and lychgate from Thomas Consulting and recommendations for work required.

10. Cemetery Memorials

To consider a review of memorial safety in the cemetery.

11. Memorial Bench

To consider an offer from a member of the public to donate a memorial bench to the town.

12. Shropshire Library Strategy 2022-27 - Consultation

- a. To receive a report from the meeting with Shropshire Councillor Cecilia Motley and Shropshire Council officers regarding the library strategy consultation and any implications for Much Wenlock Library.
- b. To agree a response to the Shropshire Council consultation.

13. Date of next meeting

To note that the next meeting will be held on Tuesday, 20th September 2022 at 7.00pm at the Guildhall.

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.

14. Public Toilets

To note that the current cleaning and maintenance contract with Healthmatic comes to an end on 30th September 2022 and to consider a renewal of the contract.

15. Museum Lease

To review the lease for Much Wenlock Museum.

16. 2 Burgage Way

To review progress with the marketing of 2 Burgage Way and consider any documentation required.

17. 10 High Street

- a. To note progress with obtaining quotations for refurbishment work and consider any quotations to hand.
- b. To consider implications for management of the cashpoint machine.