



Much Wenlock Town Council

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Town Clerk: Trudi Barrett BA (Hons)

Meeting arrangements

Best efforts will be made to make the meeting accessible remotely via Zoom, audio only. Remote participation in the meeting will not be possible. Any questions from the public must be asked in person, or by submitting the question in writing to be read out at the meeting. The link to the meeting is here:

<https://us02web.zoom.us/j/85922033863?pwd=T1ZWWGdVZ0prL3NNNFFeEwkrUjZlUT09>

Meeting ID: 859 2203 3863
Passcode: 268135

NOTICE IS HEREBY GIVEN that a meeting of Much Wenlock Town Council will be held at **The Guildhall**, Wilmore Street, Much Wenlock commencing at **7 pm** on Thursday **8th June 2023** and Members are hereby summoned to attend for the purpose of transacting the following business.

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

Date: 1st June 2023

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

Chairman's welcome and overview of recent activities.

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. 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.

6. Policing

To receive a report from the Local Policing Team.

7. Shropshire Council Report

To receive a verbal report from Shropshire Councillor Dan Thomas on Shropshire Council matters specifically relating to Much Wenlock.

8. Minutes

- a. To approve and adopt the minutes of the Town Council meeting held on 4th May 2023.
- b. To approve and adopt the minutes of the Town Council meeting held on 11th May 2023.
- c. To adopt the minutes of the Planning & Environment Committee meeting held 4th April 2023.
- d. To adopt the minutes of the Finance & Asset Management Committee meeting held on 21st March 2023.

9. Town Clerk's Report

To receive a written report from the Town Clerk.

10. Finance & Asset Management Committee Meeting Date March 2024

To note that there was an error in the 2023/24 Council meeting schedule and to approve the date of the Finance & Asset Management Committee meeting for March 2024 as Tuesday, 19th March 2024.

11. Internal Audit Report

- a. To consider the final Internal Audit Report for 2022/23 and to note the recommendations of the auditor.
- b. To approve the action taken by the Finance & Asset Management Committee in nominating Councillor Susan Crooke-Williams to carry out periodic checks of the petty cash, in response to the recommendation of the auditor.

12. Annual Accounts 2022/23

- a. To approve income and expenditure from 1st April 2022 to 31st March 2023.
- b. To approve the balance sheet as at 31st March 2023.
- c. To approve the bank reconciliation as at 31st March 2023.

13. Annual Governance and Accountability Return 2022/2023

- a. To note the Annual Internal Audit Report 2022/23 forming part of the Annual Governance and Accountability Return.
- b. To consider and approve the Town Council's response to the Annual Governance Statement 2022/23 - Section 1 of the Annual Governance and Accountability Return.
- c. To consider and approve the Accounting Statements for 2022/2023 - Section 2 of the Annual Governance and Accountability Return.
- d. To consider and approve the Explanation of Variances.
- e. To consider and approve the reconciliation between boxes 7 and 8 in Section 2 of the Annual Governance and Accountability Return.
- f. To note that the period for the exercise of public rights will run from Wednesday, 14th June 2023 to Tuesday, 25th July 2023.

14. Additional Signatory for Unity Trust Bank

To approve the nomination of Councillor Susan Crooke-Williams as an additional signatory for Unity Trust Bank, as recommended by the Finance & Asset Management Committee.

15. The Guildhall Project

- a. To receive a report from the Council's consultant, Greenwood Projects, on progress with the Guildhall project and to decide how to make up the shortfall in funding for the viability study.
- b. To review and approve the tender brief for the viability study.

16. CCTV

To review progress with researching options for an upgrade to the Town Council's CCTV system.

17. 'Meet the Leader' 13th July 2023

To note that Shropshire Councillor Lezley Picton, Leader of Shropshire Council, will be coming to Much Wenlock for a 'Meet the Leader' session on the morning of Thursday, 13th July, to be held under the Corn Exchange.

18. Shropshire Council Powers to Enforce Driving Offences

To consider the news that Shropshire Council has been granted 'moving traffic powers' by the Department for Transport, due to come into effect on 22nd July 2023.

19. Correspondence from Philip Dunne MP

To review the response from Philip Dunne MP to the Town Council's correspondence regarding support for the Climate and Ecology Bill

20. Consultation

To consider a response to the following consultation:

- a. Draft recommendations for division boundaries in Shropshire, response deadline 10th July 2023 (full details available on the Local Government Boundary Commission website: <https://www.lgbce.org.uk/all-reviews/shropshire>).
- b. Shropshire Great Outdoors Annual Public Survey 2023, deadline for response 6th August 2023.

21. Correspondence

To note the following items, which have been emailed to Members:

- a. SALC information bulletins and other information
- b. NALC newsletters and other information
- c. Press releases from Shropshire Council
- d. Rural Bulletins from the Rural Services Network
- e. Information from the RSN Rural Market Town Group
- f. Police Neighbourhood Matters alerts
- g. Friendly Bus Newsletter June 2023 and notification of AGM and celebration on 11th July at 2pm at the Birchmeadow Centre, Broseley
- h. VCSA newsletters
- i. News from Shropshire Hills AONB
- j. South Shropshire Youth Network information regarding Youth Conference on 24th June
- k. Lord Lieutenant's Newsletter, Coronation Special, May 2023
- l. News from Shrewsbury and Telford Hospital NHS Trust
- m. Zero Carbon Shropshire Green News June 2023

22. Agenda items for next Town Council meeting

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

23. Date of next meeting

To **NOTE** that the next Town Council Meeting will be held on Thursday, 6th July 2023 at 7.00pm at the Guildhall.

Public Bodies (Admission to Meetings) Act 1960

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

24. Consultants for Neighbourhood Plan Review

To consider a recommendation from the Planning & Environment Committee regarding proposals obtained from consultants to support a review of the Much Wenlock Neighbourhood Plan and to agree next steps.

25. Gaskell Corner Proposals

To review proposals for the Gaskell corner and to agree a response to WSP.