



Much Wenlock Town Council

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

NOTICE IS HEREBY GIVEN that a meeting of the above-named Town Council's **FINANCE & ASSET MANAGEMENT COMMITTEE** will be held at **7.00 pm** on **Tuesday, 19th March 2024** at the **Corn Exchange**, 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: 13th March 2024

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

To approve the minutes of a meeting of the Finance & Asset Management Committee held on 23rd January 2024.

5. Town Clerk's report

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

6. Financial Reports and Payments

- a. To consider a report from the Responsible Financial Officer.
- b. To note the balance sheet as at 29th February 2024.
- c. To note the income and expenditure to 29th February 2024.
- d. To review and approve bank reconciliations to 29th February 2024.
- e. To consider and approve payments from 24th January 2024 to date (to follow).

7. Proposed Virement of Funds and Movement to Earmarked Reserves

To consider and approve virements and movements to earmarked reserves.

8. Financial Risk Assessment

To review and approve the updated Financial Risk Assessment.

9. Asset Register

To review and approve the updated Asset Register as at 31st March 2024.

10. Guildhall

- a. To receive an update on the Guildhall project and consider any action required.
- b. To consider arranging work to remove any damaging lead or cement from the base of the oak support posts.

11. Public Toilets

To receive an update on the public toilets.

12. Cemetery Fees

To review and agree fees for Much Wenlock Cemetery with effect from 1st April 2024.

13. Car Park at the rear of the Corn Exchange

To review operation of the car park at the rear of the Corn Exchange following changes to the restricted parking hours.

14. Part-night Street Lighting

To consider the option of part-night lighting for the Town Council's street lighting.

15. Date of next meeting

To note that the next meeting will be held on Tuesday, 21st May 2024 at 7.00pm at the Corn Exchange.

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. Linden Lodge

To review the most recent property inspection report.

17. Much Wenlock Library

To consider information about the budget and operation of Much Wenlock Library.