



# BEWDLEY

## Town Council

### **PUBLIC NOTICE OF MEETING**

A meeting of the Town Council is to be held in the Guildhall, Bewdley

**Monday 13<sup>th</sup> MAY 2019 at 7pm**

**COUNCILLORS ARE HEREBY SUMMONED TO ATTEND**

Sharon Hudson  
Town Clerk, 07/05/2019

### **AGENDA**

**8815 MAYOR'S OPENING REMARKS**

To include reminder of meeting room emergency procedure

**8816 TO RECEIVE AND NOTE ANY COUNCIL MEMBER'S APOLOGY FOR ABSENCE**

**8817 DECLARATIONS OF INTEREST:** Councillors are reminded:-

- (i) To keep their Register of Interests updated.
- (ii) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
- (iii) To declare any Other Disclosable Interests in items on the agenda and their nature.

**8818 DISPENSATIONS**

To grant any written requests received before the meeting for dispensation to stay in the meeting, speak and/or vote on matters for which the members have made a declaration of interest pursuant to Section 33 of the Localism Act 2011 and the Council's Standing Orders and Code of Conduct

**8819 PUBLIC QUESTION TIME**

- i. Members of the public are invited to ask questions relating to this agenda or for consideration at future meetings of this committee. There is no expectation of any dialogue or ad hoc discussion with the Town Council members at this time.
- ii. The representative members of the principal authorities (Worcestershire County Council and Wyre Forest District Council) are invited to present their reports.
- iii. Representatives of support services such as Parish Footpath Warden, Tree Warden, Police Community Support Officers, are invited to present their reports

## 8820 MINUTES OF PREVIOUS TOWN COUNCIL MEETING

To approve the minutes of the Town Council meeting held 1<sup>st</sup> April 2019

## 8821 ACCOUNTS

- i. To receive and consider for approval the current schedule of accounts including approval of invoices to be paid and approval of invoices paid as a matter of urgency
- ii. To note the Town Council's cash balances
- iii. To note the most recent bank reconciliation
- iv. To note the actual financial year end position.
- v. To note Internal Auditor's Final Report

## 8822 COMMITTEE REPORTS

To receive draft minutes, reports and/or updates arising since 04/03/2019 from:

- i. Planning Committee (meeting held 03/04/2019, draft minutes attached)
- ii. Staffing Committee (meeting held 15/04/2019, draft minutes attached and update to be provided at agenda item 8827)
- iii. Finance and General Purposes Committee (meeting held 18/04/2019)
  - **Recommended for approval: Bus Shelter Agreement** The continuation of the bus shelter cleaning agreement with Fletcher Access (from the budget – bus shelters – cleaning and maintenance - £750)
  - **Recommended for approval: Wyre Hill Play Area**
    - The management term of reference for the Wyre Hill play area
    - The friends of Wyre Hill play area's request for the placement of additional litter bins within the park
    - The BTC Caretaker and a friend of the Wyre Hill Play Park to attend routine play inspection training – costs to be confirmed (from the budget – Wyre Hill play area maintenance - £4000)
  - **Recommended for approval: Adoption of the following policies**
    - A Protocol for Councillor / Officer Relations (based on nationally accepted best practice and in the light of recent national scrutiny of members' standards)
    - Children and Vulnerable People Protection Policy (based on Town Council engagement with the community via parades, Together Group, Young Mayor scheme etc) – and role of Protection Officer undertaken by the Town Clerk requires a current DBS check
    - Committee Terms of Reference and Scheme of Delegation
    - Grant Awards Policy
    - IT Acceptable Usage, Data Protection and Social Media Policy
  - **Recommended for approval Carnival Fire Works** - The 2019 Carnival Fireworks working group recommendation that Jubilee Fireworks Ltd undertake the display for this year's event.

## 8823 NEIGHBOURHOOD PLAN PROGRESS

Update from group leader

- **Recommended for approval -NPCSG terms of reference**

## 8824 TOWN CLERK'S UPDATES

The Town Clerk will provide updates to ongoing concerns, including:

- **Wyre Hill Play Area** – meeting with the Friends of Wyre Hill Park held 01.05.19
- **Localism** – next meeting with WFDC 11.06.19

- **Riverside North Park paddling pool Lease** - Concerns have been raised by Councillors in relation to the details of the lease. WFDC have still to respond. The Town Council insurance cover will be for the 6 weeks of the lease only, WFDC's insurance covers the rest of the year.
- **Beales' Corner Notice Board** – The door has fallen off the frame, one quotation has been received; the Town Clerk is in the process of obtaining further quotations
- **2018/2019 Pantomime and the Music Festival** – A working group is in place to review the Internal Auditors recommendations relating to the Pantomime and the Music Festival. Observations and recommendation to be brought to the next Council meeting.
- **Town Council's Corporate Plan review** - (to be carried forward)

**8825 MAYOR'S DIARY AND FUTURE EVENTS**

- i) To receive an update on the Mayor's diary
- ii) To note future community events

**8826 In accordance with the Public Bodies (Admission to Meetings) Act 1960, s1(2)** to resolve to exclude the public and the press from the meeting to allow for discussion of confidential matters relating to any of staff, legal matters or contractual arrangements:

**8827 STAFFING COMMITTEE RECOMMENDATIONS**

Feedback from the Chairman to the Staffing Committee

- **National Salary Awards 2019/20**
- **Contract Review**
  
- **TOGETHER ADVISORY GROUP**  
Petty Cash Report

**8828 ITEMS OF URGENCY OR TO NOTE FOR FUTURE MEETINGS**

**8829 FUTURE EVENTS/MEETINGS**

**8830 DATE AND TIME OF NEXT ORDINARY MEETING** – Monday 3<sup>rd</sup> June 2019, 7pm

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