



PUBLIC NOTICE OF MEETING

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

Monday 6th January 2020 at 7pm

COUNCILLORS ARE HEREBY SUMMONED TO ATTEND

The meeting is open to all members of the public. Public participation is welcome at agenda item **9010** when questions relevant to the agenda or for consideration at future meetings may be asked of the Town Council; please note there is no expectation of a response at this time.

Sharon Hudson, Town Clerk
25(A) Load Street, Bewdley
townclerk@bewdleytowncouncil.org

23rd December 2019

AGENDA

9004 MAYOR'S OPENING REMARKS

9005 TO RECEIVE AND NOTE ANY COUNCIL MEMBER'S APOLOGY FOR ABSENCE

9006 DECLARATIONS OF INTEREST:

Councillors are reminded:-

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

9007 DISPENSATIONS

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

9010 PUBLIC QUESTION TIME

- i. The Mayor will invite members of the public 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.

9011 FRIENDS OF RIVERSIDE NORTH PARK

To update the Council on the Riverside North Park paddling pool

9012 MINUTES OF PREVIOUS TOWN COUNCIL MEETINGS

The draft minutes of the Town Council meetings held 02/12/2019 and 12/12/2019 will be presented to the meeting for approval by Town Council members.

9013 ACCOUNTS

Town Council members will be presented with the following:

- i. The current schedule of accounts including invoices to be paid and invoices paid as a matter of urgency - **approval** decision required
- ii. The Town Council's cash balances as at 30/11/2019 - for **noting**
- iii. The most recent bank reconciliation as at 30/11/2019 - for **noting**
- iv. Comparison of budget to actual income and expenditure for the current year to date 30/11/2019 - for **noting**

9014 COMMITTEE REPORTS

i. **Planning Committee.**

To **Note** the minutes of the Planning Committee meeting held on 28/11/2019.

ii. **Finance and General Purposes Committee**

To **Note** the draft minutes of the meeting held 20/12/2019; the following recommendations are put for **approval**:

a) Grant Applications

A question was raised in public session with regard to grant monies.

Is there a mechanism in place to request the return of grant monies given to organisations that haven't been used or that were not used for the purpose intended?

The Town Clerk confirmed there is currently no formal process in place.

Following discussion, the F&GP Committee asked that the Council consider a recommendation be made that a mechanism for the return of a grant award be put in place; where an organisation has ceased to operate or where the grant has not been used for the purpose intended. This requirement should be reflected on the application form and within Financial Regulations.

b) Cyber Security Insurance

To **Agree** - the purchase of Cyber Security Insurance cover as per Cllr S Collingridge recommendation.

c) Insurance Renewal

To **Agree** – to consider the pre-renewal invitation and to continue with Came & Company as the Councils brokers.

d) CCLA Investments

To **Agree** – to review investment options with CCLA

e) Wyre Hill Sand Park

To **Agree** – to working with the Friends of Wyre Hill Sand Park in applying for 'Awards For All' grant funding

9015 FINANCE & GENERAL PURPOSES COMMITTEE

To elect a Councillor to fill the vacant seat on to the F&GP committee
To elect a Deputy Chairman of the F&GP committee

9016 TOGETHER GROUP

To **Note** the draft notes of the Together Group meeting held 26/11/2019.

To discuss and **Agree** the status of the Together Group both financially and managerially for the forthcoming year

9017 NEIGHBOURHOOD PLAN PROGRESS

To receive an update from the Neighbourhood Plan Steering Group Leader Cllr R Stanczyszyn.

9018 LOCALISM

To receive a Localism discussion paper presented by Cllr R Coleman and **Agree** further action to be taken:

Toilets – the condition reports received from WFDC were dated 23rd November 2017. The Town Clerk has requested a current condition report and sight of the relevant transfer documents.

Paddling Pool – awaiting an up to date condition report and the potential cost of repairs to the drainage systems.

Contribution toward the Museum – WFDC have provide the Council with no detail with regard to the Museum Trust and no formal request or explanation has been received relating to the contribution required.

Recommended for **Approval** – Following discussions at the Finance & General Purposes Committee and in consideration of Cllr R Colemans report, it was recommended that the Council make a formal request in writing to WFDC in relation to the localism agenda in general, to identify what assets are now on the table for consideration and to state that, with due diligence in mind, without full disclosure no asset transfers or financial contributions can be progressed at this time.

WFDC confidentiality agreement – concerns were raised at the Finance & General Purposes Committee about the wording of the confidentiality agreement which was thought to be too restrictive; it was recommended for **Approval** that the Council make a request to WFDC to review and reword this agreement.

9019 TOWN CLERK'S UPDATES

Councillors are asked to **note** the Town Clerk's updates relating to ongoing concerns, including:

- **Internal Audit** - Councillor P Gittins MBE undertook an internal review of financial processes on 19/11/2019. The recommendations leading from the review were as follows:
 - The Town Clerk acting as Responsible Financial Officer ensures all internal controls are adhered too.

- Councillors are reminded to evidence their verification check by initialling the invoice and cheque stub when they sign a cheque.
- **Public Benches**
 - WCC benches - awaiting update from Highways
 - BTC benches - a bench has now been fitted on Cleobury Road
- **Bollards** – awaiting update from WCC Highways

9020 BUDGET 2020/21

To discuss, review and **Agree** the budget for 2020/21

9021 PRECEPT 2020/21

To receive from WFDC the Bewdley Council the tax base for 2020/21.

To discuss, review and **Agree** the precept for 2020/21 - to be reported to WFDC by 03/02/2020.

9022 MAYOR'S DIARY AND FUTURE EVENTS

- i) To receive an update on the Mayor's diary
- ii) To note future community events
Youth Music Night – 24/01/2020

9023 ITEMS OF URGENCY OR TO NOTE FOR FUTURE MEETINGS

9024 DATE AND TIME OF NEXT ORDINARY MEETING – Monday 3rd February 2020,
7pm
