



# BEWDLEY Town Council

## **PUBLIC NOTICE OF MEETING**

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

**Monday 5<sup>TH</sup> AUGUST 2019 at 7pm**

**COUNCILLORS ARE HEREBY SUMMONED TO ATTEND**

Sharon Hudson  
Town Clerk, 30/07/2019

### **AGENDA**

**8887 MAYOR'S OPENING REMARKS**

**8888 TO RECEIVE AND NOTE ANY COUNCIL MEMBER'S APOLOGY FOR ABSENCE**

**8889 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.

**8890 DISPENSATIONS**

To consider 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

**8891 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

## 8892 MINUTES OF PREVIOUS TOWN COUNCIL MEETING

The draft minutes of the Town Council meeting held 1<sup>st</sup> July 2019 will be presented for approval by Town Council members.

## 8893 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 30/06/19, for **noting**
- iii. The most recent bank reconciliation as at 30/06/19, for **noting**
- iv. The Council's income and expenditure for the current year as at 30/06/19, for **noting**

## 8894 COMMITTEE REPORTS

### i. Planning Committee.

The minutes of the meeting held 27/06/19 - for **noting**.

### ii. Finance and General Purposes Committee

The draft minutes of the meeting held 17/07/19 will be circulated; the following recommendations are put for **Approval**:

a) Grant Allocations: to pay grant funding towards the following applicants

Organisation	Request 2019/20	Grant Awards 2019/20	Comments
<b>B/F Balance</b>		<b>£5530</b>	
Bewdley and District Horticultural Society	<b>£500</b>	<b>£500</b>	Towards Talks Trips and annual show
The Bewdley School	<b>£500</b>	<b>0</b>	Geography Department (school received a previous award)
Bewdley Rowing Club	<b>£1,000</b>	<b>£1,000</b>	Towards light weight coxed four
Bewdley Youth Festival	<b>£500</b>	<b>£500</b>	Costs of performers technicians etc at festival
	<b>£2,500</b>	<b>£2000</b>	<b>For Approval 05.08.19</b>
<b>Balance Remaining</b>		<b>£3530</b>	<b>Next application review date December 2019</b>

### b) Bewdley Market Contract

The final draft of the Markets Contract with LSD Promotions.

### c) Cyber Security Insurance Cover

The purchase of additional cyber security insurance cover, as recommended by Came and Company, the Council's insurer. Cyber security insurance covers the Council against cyber-attack.

d) Continuation of the electricity contract for the Feeder Pillar located on Severnside North

The contract with E-on is cancelled as the electricity supply is only use once a year during the Christmas Market.

e) Use of Council Gazebo's by Community Groups

The Council owned Gazebos' be donated to the Friends of Riverside North and the Friends of Wyre Hill Park both groups receiving one each.

iii: **Staffing Committee**

The draft minutes of the meeting held 30/07/2019 - (to follow)

A report to be provided at agenda item 8906.

**8895 NEIGHBOURHOOD PLAN PROGRESS**

Group Leader Cllr R Stanczyszyn to provide an update on the progress of the plan so far.

**8896 TOWN CLERK'S UPDATES**

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

- Internal Audit working group – meeting date 15/07/2019 – work is underway on the Internal Auditors recommendations and office management systems are being reviewed.
- Beales' Corner Notice Board – The Community Workshop Café have provided a quotation for the repairs to the Board which is to be reviewed at the next F&GP committee.
- Insurance valuations – meeting with insurers 16/07/2019 – a review is being undertaken of the asset register and the recorded valuations. Once completed the Council's insurance cover will be re-evaluated.
- Localism – WFDC gave a presentation on 22.07.19 to representatives from the three Town Councils relating to the possible transfer of assets from the District Council to the Town Council. Assets discussed relating to Bewdley Town Council to include the Guildhall, Museum and Jubilee Garden, Load Street Toilets and the lease of the Riverside North Park paddling pool.
- Single Use Plastic Audit – Cllr S Collingridge undertook a single use plastic audit of the Council offices. There is very little single use plastic produce within the Council offices. The Town Clerk is currently looking at ways to reduce the use of all plastic products and paper consumption across the Council.
- Road Safety Group – meeting date 06/08/2019
- Town Council's Corporate Plan review – To set up a working group to review the current Corporate Plan 2016-2019 and to developed a new plan going forward.

**8897 WYRE HILL PLAY AREA**

The new play equipment is due to be delivered early August - Cllr L Kearns has re-measured the volume of sand required and has agreed with the original estimate of 40 tonnes for both sand pits.

Due to the time scales involved Councillors are asked to review and **Approve** the purchase of top up sand; also, urgent repairs to the tunnel and wooden surround and the purchase of a new bin.

**8898 PLANNING COMMITTEE MEETING DATES AND WORKING PRACTICES**

To review and **agreed** forward meeting dates and review working practices as proposed by Cllr R Coleman

**8899 A TOURIST MAP OF LOCAL SHOPS**

Cllr R Stanczyszyn proposes for **Approval** the introduction of a tourist map of local shops.

**8900 CHRISTMAS EVENT AND LIGHT SWITCH ON UPDATE**

The Mayor, Cllr Byng to provide a verbal update on progress so far.

**8901 NOMINATIONS TO LARGER COUNCILS COMMITTEE**

Bewdley are one of seven Councils within Worcestershire who are eligible to have a representative on the Larger Council Committee from 2020. There are four Councillor places available and nominations are now open.

**8902 CIVIL ENFORCEMENT**

Cllr C Edginton-White to provide a verbal report

**8903 MAYOR'S DIARY AND FUTURE EVENTS**

- i) To receive an update on the Mayor's diary
- ii) To note future community events
  - Mayor's Sunday – 27<sup>th</sup> October 2019

**8904 ITEMS OF URGENCY OR TO NOTE FOR FUTURE MEETINGS**

**8905 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**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:

**8906 STAFFING COMMITTEE**

Councillors are asked to receive feedback from the Deputy Chairman relating to on-going issues

- Review and recommend for **Approval** changes to staffing arrangement.
- Staff Appraisals – to **Note**

**8907 DATE AND TIME OF NEXT ORDINARY MEETING** – Monday 02/09/2019, 7pm

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