



BEWDLEY

Town Council

PUBLIC NOTICE OF MEETING

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

Monday 3RD JUNE 2019 at 7pm

COUNCILLORS ARE HEREBY SUMMONED TO ATTEND

Sharon Hudson
Town Clerk, 28/05/2019

AGENDA

8850 MAYOR'S OPENING REMARKS

To include reminder of meeting room emergency procedure

8851 TO RECEIVE AND NOTE ANY COUNCIL MEMBER'S APOLOGY FOR ABSENCE

8852 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.

8853 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

8854 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

8855 MINUTES OF PREVIOUS TOWN COUNCIL MEETING

Councillors are asked to approve the minutes of:

- (i) the Annual Town Council Meeting (Mayor Making) held 10th May 2019
- (ii) the Town Council meeting held 13th May 2019

8856 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 Council's income and expenditure to date for the current financial year
- v. To acknowledge that all Councillors are authorised signatories on the bank account and as such are required to complete a bank mandate

8857 ANNUAL GOVERNANCE STATEMENT 2018/19

Councillors are asked to approve the Annual Governance Statement and authorise the Mayor and Town Clerk to sign on behalf of the Council.

8858 ANNUAL ACCOUNTING STATEMENT 2018/19

Councillors are asked to approve the Annual Financial Return for submission to the External Auditor and authorise the Mayor to sign on behalf of the Council.

8859 COMMITTEE REPORTS

- i. Planning Committee (meeting held 16/05/2019, draft minutes attached)

Councillors are asked to receive draft minutes and note the resolutions contained there in
- ii. Staffing Committee (meeting held 21/05/2019, draft minutes attached and update to be provided at agenda item 8867)
- iii. Finance and General Purposes Committee (meeting held 14/05/2019)

Councillors are asked to receive draft minutes and consider the following recommendations:

- **Recommended for approval: Designated Premises Supervisor for Bewdley Town Council**

Councillor R Coleman continues as Bewdley Town Council's designated Premises Supervisor.

- **Recommended for approval: The Use of Bewdley Town Council Offices by Outside Bodies**

- the proposed motion subject to the agreed wording amendment below:

*“to **restrict** outside bodies being given access to the use of our offices either in or outside office hours”.*

- that the Town Clerks delegations under the Scheme of Delegation relating to the letting of Town Council facilities are reviewed.

8860 NEIGHBOURHOOD PLAN PROGRESS

Councillors are asked to note that an application has been made for additional locality funding up to a maximum of £8000

8861 TOWN CLERK'S UPDATES

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

- **Wyre Hill Play Area** – the new play equipment is due to be delivered early August
- **Localism** – next meeting with WFDC 11.06.19 to include discussions relating to the Guildhall, Load Street Toilets and the Riverside North Park paddling pool lease
- **Beales' Corner Notice Board** – Councillor D Morehead to undertake further investigation into the repair requirements of the notice board
- **Internal Audit Working Group** – an Audit Working Group has been set meeting dates yet to be agreed.
- **Insurance Valuation** - Philip Serrell undertook a valuation of the Councils paintings and regalia 15.05.19 supported by Councillor R Coleman
- **Police and Commission Town and Parish Council Survey for 2019** – (copies circulated at this meeting) Councillors are requested to return responses to the Town Clerk by 10.06.19 - to be collated and presented to the Finance & General Purposes Committee 12.06.19.

- **Town Council's Corporate Plan review** - (to be carried forward)

8862 SUBSTITUTE COMMITTEE MEMBERS

The Item raised from last month is to be carried forward

8863 DATES OF FUTURE MEETING

Councillors are asked to agree the future dates of Council and Committee meetings

(To follow)

8864 MAYOR'S DIARY AND FUTURE EVENTS

- i) To receive an update on the Mayor's diary
- ii) To note future community events
 - Mayor of Vellmar's visit – 31.05.19
 - Bewdley Town Carnival – 08.06.19
 - Civic Day – 22.06.19
 - Mayor's Sunday – date to be confirmed

8865 ITEMS OF URGENCY OR TO NOTE FOR FUTURE MEETINGS

8866 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:

8867 STAFFING COMMITTEE RECOMMENDATIONS

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

Councillors are asked to note and consider the following recommendations:

- to NOTE - Salaries and on-cost vs Budget
- to AGREE - Contract extensions

8868 DATE AND TIME OF NEXT ORDINARY MEETING – Monday 1st July 2019, 7pm
