



11<sup>th</sup> September 2019

The **Meeting of Bridgnorth Town Council** will be held in the Mayor's Parlour, College House, St Leonard's Close, Bridgnorth **on Tuesday 17<sup>th</sup> September 2019 at 7.15pm**, when Members are summoned to attend.

Yours sincerely

Ros Williams  
Responsible Finance Officer/Acting Town Clerk  
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## AGENDA

1. Apologies for absence

Members are asked to receive apologies for absence for this meeting

2. Declarations of Interest

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

Members are reminded that should you declare a pecuniary interest at a meeting, it is your responsibility to inform the Monitoring Officer.

3. Public Question Time

Members of the public are advised that they welcome to ask questions about items on the agenda. Where a question relates more generally to the business of the Council, advance notification is preferred so that a considered response can be provided. It is not always possible to give a verbal response at a meeting and questions may receive a written reply. In accordance with Standing Order 1s (viii), questions should be related to matters of Town Council policy or practice and not related to the individual affairs of either the questioner or any other named person.

4. Minutes

- i) To approve the minutes of the Town Council Meeting held on Tuesday 3<sup>rd</sup> September 2019

(BTC/08/1920 on the Town Council website)

5. Deputy Mayor's Diary

Members are asked to note the Deputy Mayor's Diary since the last Town Council meeting.

Deputy Mayor's Diary

1/9 Italian AutoMoto Festival  
11/9 Mayor of Bromsgrove's Civic Boat Trip

6. Members Question Time

Members are asked to receive questions in accordance with Standing Order 8 (two days written notice required) and to take no more than 15 minutes in total.

7. Committee Minutes

i) Planning Committee – minutes of the meeting held on 2<sup>nd</sup> September 2019

Members are asked to receive the minutes and note the resolutions contained therein.

(PL/04/1920 on the Town Council website)

8. Finance

i) Accounts Paid – August 2019

Members are asked to retrospectively approve payments and those invoices paid in between meetings.

(Appendix A on the Town Council website)

ii) Budget Report

Members are asked to note the Budget Summary report, including Earmarked Reserves.

(Appendix B on the Town Council website)

iii) Balance Sheet

Members are asked to note the balance sheet as at 31<sup>st</sup> August 2019.

(Appendix C on the Town Council website)

iv) Town Council Bank Reconciliation Statements

Members are asked to note the bank reconciliation statements.

(Appendix D on the Town Council website)

v) Receipts and Payments Summary

Members are asked to note the Receipts and Payments Summary as at 31<sup>st</sup> August 2019.

(Appendix E on the Town Council website)

Members are advised that a full Income & Expenditure report can be found on the Town Council website under Policies & Procedures; Financials.

vi) Accounts for Payment

Members are asked to authorise the signing of invoices for payment.  
(Appendix F on the Town Council website)

9. VAT Partial Exemption 2018/2019

Members are asked to note that the calculations for the VAT Partial Exemption position for 2018/2019 have been completed by DCK Accounting Solutions. The VAT recovered on the exempt activities for the year was £4,007.94 which has not exceeded the de-minimis limit of £7,500.

10. Bridgnorth (Low Town) Community Hall

(Note: Bridgnorth Town Council is the sole trustee)

i) Management Committee Minutes

To note the minutes of a meeting held on 3<sup>rd</sup> September 2019  
(Appendix G on the Town Council website)

ii) Accounts for Payment

Members are asked to retrospectively approve payments and those invoices paid in between meetings.  
(Appendix H on the Town Council website)

11. Climate Change

To receive a report from the Climate Change Advisory Group.  
(Appendix I on the Town Council website)

12. Bridgnorth Club For Young People

Members will receive an update on enquiries made regarding the Bridgnorth Club For Young People  
(TC/19/1920 on the Town Council website)

13. Direct Debit Payments (additions to schedule)

Members are asked to receive a report from the RFO and recommendation to delegate to the RFO the task of setting up a direct debit with Direct Copiers Service Ltd.  
(Appendix J on the Town Council website)

14. **Public Bodies (Admission to Meetings) Act 1960**

**RECOMMENDED** in terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and it is, therefore, **RECOMMENDED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded

15. Town Council Debtors

This item is being discussed in confidential as it may relate to the early stages of dispute.

16. CCTV Contract Renewal

This item is being discussed in confidential as it relates to terms of tenders, and proposals and counter-proposals in negotiations for contracts.

Membership: Councillor R Whittle OBE (Town Mayor), Mrs C Baines MBE, Ms S Barlow, Dr J Buckley, D Cooper, G Davies, C Dyson, R Fox, Mrs H Howell, Miss K Hurst-Knight, E Lynch, E Marshall, Mrs S Stevens, Mrs C Walden, Mrs C Whittle.