



30<sup>th</sup> October 2019

The **Meeting of Bridgnorth Town Council** will be held in the Mayor's Parlour, College House, St Leonard's Close, Bridgnorth **on Tuesday 5<sup>th</sup> November 2019 at 7.15pm**, when Members are summoned to attend.

Yours sincerely

Lee Jakeman PSLCC  
Town Clerk  
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## AGENDA

1. Apologies for absence

Members are asked to note 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

3. Announcements

i) Remembrance Sunday

Members are asked to note the following arrangements for Remembrance Sunday, 10<sup>th</sup> November 2019.

10.40 am	Meet at War Memorial, Castle Grounds
10.50 am	Service at War Memorial, Castle Grounds, in which crosses will be planted by representatives of the Scouts and Girlguiding
10.55 am	Prayers
11.00 am	Two minutes silence will be observed
11.05 am	Wreaths to be laid
11.15 am	Parade to assemble
11.20 am	Parade to St Leonard's Church – past saluting base in High St
11.30 am approx.	Service at St Leonard's Church including sermon

Refreshments will be served at the rear of the Church following the Service.

4. 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.

5. Minutes

- i) To approve the minutes of the Meeting of Bridgnorth Town Council Meeting held on Tuesday 22<sup>nd</sup> October 2019  
(BTC/11/1920 on the Town Council website)

6. Members Question Time

Members are asked to receive questions in accordance with Standing Order 8 and to take no more than 15 minutes in total.

7. Events & Christmas Committee

- i) Minutes

Members are asked to receive the minutes of the Events & Christmas Committee meeting held on Monday 21<sup>st</sup> October 2019.  
(EVCH/02/1920 on the Town Council website)

and consider the following recommendations:

- i) **RECOMMENDED: that Mr P Randell be co-opted to the Events & Christmas Committee.**
- ii) **RECOMMENDED: that a request be made to full Council to change the date of Bridgnorth Town Carnival 2020 to Sunday 28<sup>th</sup> June 2020.**
- iii) **RECOMMENDED: that a request would be made to full Council for an additional £200 from grant funding to fully cover costs.**

8. Personnel Committee

- i) Minutes

Members are asked to receive the minutes of the Personnel Committee meeting held on Thursday 31<sup>st</sup> October 2019.  
(PERS/04/1920 to follow)

9. Outdoors and Properties Manager's Report

Members are asked to receive a report.

(Appendix A on the Town Council website)

10. Town Hall

i) Wedding/Civil Marriage (and other civil services) Fees

Members are asked to consider a report from the Town Clerk and a recommendation to set (with immediate effect) the Fee for weddings and other civil ceremonies at the Town Hall to £375 (+VAT)  
(TC/23/1920 on the Town Council website)

ii) Rental of the Space "Under the Town Hall"

Members are asked to consider a report from the Town Clerk and a recommendation to introduce a standard daily fee for the use of the area 'Under the Town Hall' and for that fee to be set at £200 with a discounted rate of £75 being set for local Bridgnorth Charities and Community groups.  
(TC/24/1920 on the Town Council website)

11. **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.

12. Staffing Matters

The item relates to terms of service.

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, Mrs K Hurst-Knight, E Lynch, E Marshall, Mrs K Sawbridge, Mrs S Stevens, Mrs C Walden, Mrs C Whittle