



11th December 2019

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

Yours sincerely

Lee Jakeman
Town Clerk
Email: townclerk@bridgnorthtowncouncil.gov.uk
Telephone: 01746 762231

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 are 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 3rd December 2019

(BTC/14/1920 on the Town Council website)

5. Mayor's Diary

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

Mayor's Diary

- 20/11. Bridgnorth Netball Association Awards Presentation
- 22/11. Christmas Lighting Up Night
- 30/11. Hospital League of Friends Coffee Shop Opening
Book Launch and Library Event
Gifts and Flowers Christmas Launch Event
- 8/12. Christmas High St Market
- 12/12. Bridgnorth Civic Society Annual Social Event
- 15/12. Wellington Civic Carol Service

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 2nd December 2019

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

(PL/07/1920 on the Town Council website)

8. Finance

- i) Accounts Paid – November 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 30th November 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 30th November 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. Bridgnorth (Low Town) Community Hall

(Note: Bridgnorth Town Council is the sole trustee)

i) Accounts for Payment

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

(Appendix G on the Town Council website)

10. Community Governance Review

Members are asked to consider a report from the Town Clerk and note Bridgnorth Town Council's submission.

(TC/29/1920 on the Town Council website)

11. IT Operating System Upgrade

Members are asked to consider a report from the Town Clerk and a recommendation to delegate to the RFO to negotiate (with the Council's current IT provider) to upgrade the Town Council's It system to an appropriate Operating System

(TC/30/1920 on the Town Council website)

12. Local Plan Review

i) To receive the notes of a meeting of the Local Plan Working group held on 9th December 2019

(Appendix H on the Town Council website)

ii) To consider approving a draft Town Council submission

(Appendix I to follow)

13. **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

14. Town Council Debtors

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

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, Ms K Sawbridge, Mrs S Stevens, Mrs C Walden, Mrs C Whittle.