



26th May 2021

The **MEETING** of **BRIDGNORTH TOWN COUNCIL** will be held in the **CASTLE HALL, WEST CASTLE STREET, BRIDGNORTH** on **TUESDAY 1ST JUNE 2021** at **7.15PM** when Members are summoned to attend.

Yours sincerely

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

AGENDA

1. Apologies for absence
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 who are electors of the parish of Bridgnorth 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.

(Clerk's Note: The Council will generally permit up to 15 minutes to take questions with each question being limited to 3 minutes)

4. To approve the minutes of the Annual Meeting of Bridgnorth Town Council held on Tuesday 18th May 2021.
(BTC/01/2122 on the Town Council website)

5. Announcements

To receive any announcements.

6. Members Question Time

Members are asked to receive questions (if any) in accordance with Standing Order 27 and to take no more than 15 minutes in total.

7. Outdoors and Properties Manager's Report

To receive a report from the Outdoors and Properties Manager and consider recommendations to:

- a. To increase the 2021/22 budget for Grounds Maintenance Training budget (cost centre 250, nominal ledger 4030) from £3k to £5k.

AND

- b. To transfer from the general reserve £10k to earmarked reserves to contribute to the future purchase of a replacement tractor.

(Appendix A on the Town Council website)

8. End of Year Accounts 2020/2021

- i) Members are asked to approve the End of Year Accounts 2020/2021
(Appendix B on the Town Council Website)

- ii) Annual Governance and Accountability Return
(Appendix C on the Town Council Website)

- a) Members are asked to receive and note the Annual Internal Audit Report 2020/2021 (page 3 of 6)

- b) Members are asked to consider and approve the following:

- i) Annual Governance Statement 2020/2021 – Section 1

Members will be asked to consider and agree the Annual Governance Statement (comprising the 9 statements, page 4)

(RFO's Note: The attached Appendix D is intended to provide Members with assistance when considering the systems of internal control.)

(Appendix D on the Town Council Website)

- ii) Accounting Statements 2020/2021 – Section 2

Members are asked to consider and authorise the Accounting Statements (page 5), prepared and certified by the RFO

9. CCLA Bank Mandate

Members are asked to nominate 5 Councillors to be on the bank mandate for the CCLA Deposit Fund.

10. Mayoral Allowance

Members are asked to note that £1,000 will be paid from the Mayoral Allowance, of £2,300, for 2021/2022 via the PAYE system on 30/06/2021. This is in accordance with minute number 0196/2021 (Precept/Budget Setting for FY 2021/2022).

11. Briefing from MacMullen Associates

To note that an invitation has been received from MacMullen Associates to discuss their proposals for a development at "Tasley Gateway". A public consultation will be arranged shortly.

12. 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.

13. Public Conveniences Cleaning and Routine Maintenance Contract

This matter is being discussed within confidential as it relates to a contract.

Membership: Councillor S Barlow (Town Mayor), C Baines, J Buckley, A Buffey, A Chetter, R Connolly, D Cooper, N Cooper, L Neal, L Rochelle, C Round, K Sawbridge, I Wellings