



9th June 2021

The **MEETING** of **BRIDGNORTH TOWN COUNCIL** will be held in the **CASTLE HALL, WEST CASTLE STREET, BRIDGNORTH** on **TUESDAY 15TH JUNE 2021** at **7.15PM** when Members are summoned to attend.

Yours sincerely

Lee Jakeman
Town Clerk
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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. Minutes

- i) To approve the minutes of the meeting of Bridgnorth Town Council held on Tuesday 1st June 2021.
(BTC/02/2021 on the Town Council website)
- ii) To receive the minutes of the Planning Committee meeting held on Monday 7th June 2021
(PL/01/2122 on the Town Council website)
- iii) To receive the minutes of the Personnel Committee meeting held on Thursday 10th June 2021
(PERS/01/2122 to follow)

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. Finance

- i) Accounts Paid – May 2021

Members are asked to receive notification of items which have been paid in accordance with Financial Regulation 5.5
(Appendix A on the Town Council website)

- ii) Members are asked to note receipt of Cashbooks 1, 2 & 3
(Appendix B on the Town Council website)

- iii) Budget Report

Members are asked to note the Budget Summary report, including Earmarked Reserves.
(Appendix C on the Town Council website)

- iv) Balance Sheet

Members are asked to note the balance sheet as at 31 May 2021.
(Appendix D on the Town Council website)

- v) Town Council Bank Reconciliation Statements

Members are asked to note the bank reconciliation statements.
(Appendix E on the Town Council website)

vi) Receipts and Payments Summary

Members are asked to note the Receipts and Payments Summary as at 31 May 2021.

(Appendix F 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.

vii) Accounts for Payment

Members are asked to:

- i) Authorise the signing of invoices for payment.
- ii) Confirm those Councillors who will be authorised to sign the cheques on Friday 18 June 2021; C Baines, S Barlow, J Buckley, D Cooper or K Sawbridge

(Appendix G on the Town Council website)

viii) Accounting and Audit

Members are asked to note that Councillors S Barlow and D Cooper, on Friday 21 May 2021, verified/signed the bank statements for April 2021 and signed those cheques approved by Council at the meeting held on 18 May 2021. Councillors S Barlow and D Cooper authorised payroll for May 2021.

8. Severn Park – Funfairs

Members are asked to consider a report from the Town Clerk and a recommendation to consider how it might wish to respond to requests for the hire of Severn Park for funfairs and other large scale commercial activities.

(TC/06/2122 on the Town Council website)

9. Severn Park – Public Toilets

Members are asked to consider a report from the Town Clerk and a recommendation to delegate to the Town Clerk to commission as many (up to 3 per week) cleans as is necessary to maintain suitable toilet provision on Severn Park over the course of the next few months, provided that the budget set is not exceeded by more than £1k.

(TC/07/2122 on the Town Council website)

10. Committee/Working Memberships

- i) To consider a request from Councillor Buffey that she be appointed to the Town Council's Climate Change Working Group.
- ii) To note that Councillor Rochelle had not intended to become of a member of the Town Plan Steering Group at the annual meeting.

11. Twinning and Townscape

To consider a proposal from Councillor Sawbridge:

That the Town Council considers approaching the owners of the Parish Rooms building on St Johns Street, which is currently unused, to obtain permission to temporarily decorate the building with posters produced by the children of schools (St. Leonard's, Oldbury Wells, Bridgnorth Endowed and Highley Primary) in support of the Twinning with Thiers and Schrobenhausen.

The proposal seeks to achieve 2 objectives; improving the appearance of a building that is at a major entrance to the Town as well promoting the Town's Twinning status.

(Should the Council agree to the proposal I envisage that there will be some costs involved to print the posters and affix them securely to the building and ask that up to £1,200 be set aside to complete the project).

12. Request to use Castle Grounds

Members are asked to consider a request to waive the hire fee for Castle Grounds for a charity event in aid of the 'Gunner Appeal' in the bandstand on 24th July 2021. They would like to play 2 x 45min sets in the bandstand starting from 1.30pm. They are hoping the Bridgnorth Lions will also be helping out with collections and marshalling.

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.

15. Lease – The Hive Works Industrial Estate

This item is being discussed in confidential as it relates to contract negotiations.

16. Personnel Committee

This item is being discussed in confidential as it relates to staffing matters.

Membership: Councillors Barlow (Town Mayor), Baines MBE, Buckley, Buffey, Chetter, Connolly, D Cooper, N Cooper, Neal, Rochelle, Round, Sawbridge, Wellings