



10th November 2021

The **MEETING** of **BRIDGNORTH TOWN COUNCIL** will be held in the **ANNEXE, COLLEGE HOUSE, BRIDGNORTH** on **TUESDAY 16 NOVEMBER 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. Casual Vacancy.

To note that Councillor Charlotte Round has written to the Town Mayor to inform her that she has resigned from the Town Council. A casual vacancy now exists on the Town Council in Morfe Ward. Shropshire Council has been informed and a formal notice was published on 5th November 2021

3. 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.

4. 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 3y (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).

5. Minutes

- i) To approve the minutes of the meeting of Bridgnorth Town Council held on Tuesday 2 November 2021.
(BTC/10/2122 on the Town Council website)
- ii) To note receipt of the minutes of a meeting of the Personnel Committee held on 3 November 2021.
(PERS/04/2122 on the Town Council website)

6. Announcements

- i) Announcements
To receive any announcements.

7. 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.

Question from Councillor Wellings:

It would appear that the Gates to Severn Park were left open on Saturday Evening 6 November, to facilitate Vehicle Parking for Guests attending the Firework display at Bridgnorth Rugby Club. A very considerable number of vehicles used this facility as was brought to my attention by several local residents. Can the Clerk advise how much income was generated by Car Parking Charges between the hours of 16:00 hrs and 21:00 on Saturday November 6 2021 please?

8. Policing Charter – Safer Neighbourhood Team

At the Town Council meeting held on 17 August 2021 the following resolutions were made under minute number 0130/2122:

'The 3 current priorities from the Town Council with regard to local policing and a contract are:

- 1- For an increased police presence.*
- 2- Elimination/ reduction of illegal drug activity.*
- 3- Reduce speeding cars in and around the town and town centre.*

And

That the individual comments submitted by town councillors as part of the process be forwarded along with the Contract document.

- o *It was further **RESOLVED that the** agreed contact, type of contact and frequency) be as follows:*
- o *Councillor Barlow – Meeting – Monthly*

- *Deputy Town Clerk – Telephone – Bi-monthly*
- *Full Town Council – Meeting – Four Monthly*

Members are asked:

- i) to receive a briefing from a member of the local policing team regarding performance against the charter priorities.
- ii) to confirm the Town Council's three policing charter priorities for the next three months

9. Finance

i) Accounts Paid – October 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 31st October 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 31st October 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 19 November 2021.

(Appendix G on the Town Council website)

viii) Accounting and Audit

Members are asked to note that Councillors A Chetter and K Sawbridge, on Friday 22 October 2021, verified/signed the bank statements for September 2021 and signed those cheques approved by Council at the meeting held on 19 October 2021. Councillors Chetter and Sawbridge authorised payroll for October 2021.

10. Budget 2022/2023

i) Town Council Fees

To consider a report and a recommendation that all Fees remain at current levels for the start of the Financial Year 1 April 2022
(TC/25/2122 on the Town Council website)

ii) Budget Setting

Members are asked to consider the report from the RFO and any recommendations made.
(TC/26/2122 on the Town Council website)

11. Green Spaces Working Group.

To receive the notes of a meeting of the Green Spaces Working Group
(Appendix H on the Town Council website)

12. Arts Trail

i) To receive the minutes of a meeting of the Arts Trail Working Group held on 11th October 2021
(Appendix I on the Town Council website).

ii) To receive supplementary information from Cllr Buckley
(Appendix J on the Town Council website).

AND

iii) To consider a proposal from Cllr Buckley to:

“extend the trail period from 2022 to 2023”

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.
(Appendix K on the Town Council website).

15. Staffing Matters

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

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