

BRIDGNORTH TOWN COUNCIL
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15th June 2022

The meeting of **BRIDGNORTH TOWN COUNCIL** will be held in the **ANNEXE, COLLEGE HOUSE** on **TUESDAY 28th JUNE 2022** at **7.15PM** when Members are summoned to attend.

Yours Sincerely

Lee Jakeman
Town Clerk

Membership: Councillors K Sawbridge BEM (Mayor), C Aked, C Baines MBE, S Barlow, J Buckley, A Buffey, A Chetter, R Connolly, D Cooper, N Cooper, R Ireland, E Marshall, L Neal, L Rochelle, R Seabright, I Wellings

BRIDGNORTH TOWN COUNCIL AGENDA – TUESDAY 21ST JUNE 2022

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 agenda items. If a question relates more generally to the business of the Council, advance notification is preferred in order to provide a more considered response. Verbal responses are not always possible, and so 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 another named person.

(Clerks Note: The Council will generally permit up to 15 minutes for public questions, each question being limited to 3 minutes)

4. Minutes

4.1. To approve the minutes of the meeting of Bridgnorth Town Council held on Tuesday 7th June 2022.

(BTC/02/2223 on the Town Council website)

4.2. To note the minutes of the meeting of the Events Committee on the Monday 6th of June 2022.

(EVE/01/2223 on the Town Council website)

4.3. To note the minutes of the meeting of the Workforce Committee on the Tuesday 14th of June 2022.

(WF/01/2223 on the Town Council website)

5. 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.

6. Finance

6.1. Accounts Paid – May 2022

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)

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

6.3. Budget Report

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

6.4. Balance Sheet

Members are asked to note the balance sheet as of the 31st May 2022.
(*Appendix D on the Town Council website*)

6.5. Town Council Bank Reconciliation Statements

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

6.6. Accounts for Payment

Members are asked to:

6.6.1. Authorise the signing of invoices for payment.

6.6.2. Confirm those Councillors who will be authorised to sign the cheques on Friday 24th June 2022.

(*Appendix F on the Town Council website*)

6.7. Accounting and Audit

Members are asked to note that Councillors L Rochelle and N Cooper, on Friday 20th May 2022, verified/signed the bank statements for May 2022 and signed those cheques approved by Council at the meeting held on 19th May 2022. Councillors L Rochelle and N Cooper authorised payroll for May 2022.

7. Bank Mandate – Unity Trust Bank

Members are asked to authorise the addition of Margaret Parrott, temporary Accounts Administrator, onto the Unity Trust Bank mandate for the “view only” function.

8. Outdoor & Property Managers Report

To receive a report from the Outdoor & Property Manager
(TC/06/2223 on the Town Council website)

9. Standing Orders

Members are asked to consider and authorise the recommendation contained within the attached report with regards to amendments to Standing Orders.
(TC/07/2223 on the Town Council website)

10. Grant Applications

To consider a report on Grant Applications from the Town Clerk.
(*Appendix G on the Town Council website*)

11. Welcome Bank Fund

Members are asked to note the attached report with regards to the work undertaken under the Welcome Back Fund.
(TC/08/2223 on the Town Council website)

12. Public Bodies

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. Staffing Matters

To receive any updates.