

BRIDGNORTH TOWN COUNCIL
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13th July 2022

The meeting of **BRIDGNORTH TOWN COUNCIL** will be held in the **ANNEXE, COLLEGE HOUSE** on **TUESDAY 19TH JULY 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 19TH JULY 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 28th June 2022.

(BTC/03/2223 on the Town Council website)

4.2. To note receipt of the minutes of the Planning Committee Meeting held on Tuesday 5th July 2022.

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

4.3. To note receipt of the minutes of the Finance Committee Meeting held on Tuesday 12th July 2022.

(FIN/01/2223 on the Town Council website – To Follow)

5. Announcements

5.1. Mayor's Diary – June 2022

27th June – Afternoon Tea at Oldbury Grange Care Home

28th June – Attended the official launch of Biddle & Liage Opticians

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. Queen's Baton Relay

To receive a briefing from the Business Administrator regarding the Queen's Baton Relay on the 23rd of July 2022.

8. Finance

8.1. Accounts Paid – June 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)

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

8.3. Balance Sheet

Members are asked to note the balance sheet as of the 30th of June 2022.
(Appendix C on the Town Council website – To Follow)

8.4. Town Council Bank Reconciliation Statements

Members are asked to note the bank reconciliation statements
(Appendix D on the Town Council website- To Follow)

8.5. Accounts for Payment

Members are asked to:

8.5.1. Authorise the signing of invoices for payment. *(Appendix E on the Town Council Website – To Follow)*

8.5.2. Confirm those Councillors who will be authorised to sign the cheques on Friday the 22nd of July 2022.

8.6. Accounting and Audit

Members are asked to note that Councillors N Cooper and K Sawbridge, on Thursday 30th June 2022, verified/signed the bank statements for May 2022 and signed those cheques approved by Council at the meeting held on 28th June 2022 and authorised payroll for June 2022.

9. Schedule for Signing Payment of Accounts & Payroll

To confirm the schedule set out for the signing of payment of accounts and payroll for the remainder of the 2022/2023 year.
(Appendix F on the Town Council website – To Follow)

10. Town Hall Internet and Wi-Fi

To consider a report and recommendation that:

The Town Hall has an additional budget line created (with the cost code to be 210/4440) to the value of £1,000 for IT/Internet Support for the current year to allow the installation and the ongoing costs for the remainder of the financial year for WIFI/Internet access for the Town Hall.

(TC/09/2223 on the Town Council website)

11. Additional Committee

To consider a proposal from Councillor Wellings for: **The reinstatement of the Property and Grounds Committee.**

“Bridgnorth Town Council owns a considerable number of properties and grounds. These must be considered as a very valuable financial asset and in some cases an important source of income. It is essential that these assets are maintained to the highest standards. A committee tasked with ensuring that such standards are met and kept would be a sound and beneficial policy.”

(TC/10/2223 on the Town Council website – To Follow)

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

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