

BRIDGNORTH TOWN COUNCIL

Minutes of the meeting of Bridgnorth Town Council held in the Annexe, College House on Tuesday 19th July 2022 at 7.15pm.

Present:

Aked
Chetter
Connolly
D Cooper
N Cooper
Ireland
Marshall
Rochelle
Sawbridge (Chair)
Wellings

In Attendance:

Mrs R Williams, Deputy Town Clerk
Mrs R Follette, Accounts Administrator
Miss A Plimmer, Business Administrator

0092/2223 **APOLOGIES FOR ABSENCE**

Councillor Baines – Family Commitment
Councillor Barlow – Unwell
Councillor Buckley – Personal choice (Relating to weather/temperature, given there was a heatwave on the date of the meeting)
Councillor Buffey – Personal Commitment
Councillor Neal – Personal choice
Councillor Seabright - Unwell

0093/2223 **DECLARATIONS OF INTEREST**

Nil

0094/2223 **PUBLIC QUESTION TIME**

Members were informed that no public questions had been received.

0095/2223 **MINUTES**

a) Members approved the minutes of the meeting of Bridgnorth Town Council held on Tuesday 28th June 2022.

- b) Members noted the minutes of the meeting of the Planning Committee Meeting held on Tuesday 5th July 2022.
- c) Members noted receipt of the minutes of the Finance Committee Meeting held on Tuesday 12th July 2022.

0096/2223 **ANNOUNCEMENTS**

Members noted the Mayor's Diary for June 2022.

27th June – Afternoon Tea at Oldbury Grange Care Home
28th June – Attended the official launch of Biddle & Liage Opticians

0097/2223 **MEMBERS QUESTION TIME**

Nil

0098/2223 **QUEEN'S BATON RELAY**

Members were informed that the Baton should arrive at the Severn Valley Railway at 11:17 before being carried into Severn Park along a route encompassing New Road, Underhill Street, across the Bridge and along Mill Street to the Bandon Island Roundabout before entering Severn Park. The Baton would be carried by 10 different baton bearers. It is likely that there will be some major disruptions to traffic wishing to travel through the Town between 10am and 12pm. The Baton will be taken a short trip back into town at around 12:15 to ride on the Cliff Railway. The road closures will be serviced by a mix of contractors, Town Council staff and volunteers.

Between 10am and 3pm Severn Park will be the home of a sporting event organised with the support of Sporting Bridgnorth to showcase a wide range of sporting activities available within the Town.

0099/2223 **FINANCE**

- a) Accounts Paid – June 2022

Members received notification of items which had been paid in accordance with Financial Regulation 5.5.

RESOLVED: that the accounts amounting to £60,341.43 be retrospectively approved for payment.

- b) Members noted receipt of Cashbooks 1, 2 & 3.

c) Balance Sheet

Members noted the balance sheet as of 30th June 2022 (£1,128,288) compromising:

General Fund	£752,780
Ear marked Reserves	£202,875
Useable Capital Receipts	£172,633

(* Sub totals combined do not necessarily agree with overall total due to rounding)

d) Town Council Bank Reconciliation Statements

Members noted the bank reconciliation statements as of 30th June 2022. (Reconciled sum of all bank accounts £972,811.54)

e) Accounts for Payment

Members noted receipt of a list of payments for approval and:

i) **RESOLVED:** that the accounts amounting to £47,567.67 be approved for payment.

And

ii) **RESOLVED:** to authorise Councillors A Buffey and R Ireland to sign the cheques on Friday 22nd July 2022.

f) Accounting and Audit

Members noted that Councillors N Cooper and K Sawbridge, on Friday 20th May 2022, verified/signed the bank statements for April 2022 and signed those cheques approved by Council at the meeting held on 28th June 2022. Councillors N Cooper and Sawbridge authorised payroll for June 2022.

0100/2223 **SCHEDULE FOR SIGNING PAYMENT OF ACCOUNTS & PAYROLL**

RESOLVED: to accept the schedule for signing payment of accounts & payroll for FY 2022/2023.

0101/2223 **TOWN HALL INTERNET AND WI-FI**

Following a discussion on the merits of wi-fi installation it was **RESOLVED:** to Create an additional budget line for the Town Hall (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.

0102/2223 **ADDITIONAL COMMITTEE**

Members considered a proposal with regards to the re-instatement of the Property & Grounds Committee; which was duly seconded.

There was an amendment put to the proposal that a Task and Finish Group be set up to look at the recent quinquennial report.

Members debated both proposals and had a lengthy discussion on the properties belonging to the Town Council.

A vote was taken on the amendment:

In favour: 10

This then became the substantive motion on which a vote was taken. It was therefore,

RESOLVED: that a Task & Finish Group be set up to review the recent quinquennial report.

0103/2223 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

RESOLVED: 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, **RESOLVED:** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

The Deputy Town Clerk left the meeting at this point.

0104/2223 **STAFFING MATTERS**

RESOLVED: that Councillor N Cooper take the notes of the meeting.

Members received a briefing from Councillor Aked, Chair of the Workforce Committee, about the options and process for recruiting to the post of Town Clerk which becomes vacant on 22nd July 2022.