



21<sup>st</sup> September 2022

The meeting of **BRIDGNORTH TOWN COUNCIL** will be held in the **ANNEXE, COLLEGE HOUSE** on **TUESDAY 27<sup>TH</sup> SEPTEMBER 2022** at **7.15PM** when Members are summoned to attend.

Yours Sincerely

Roslyn Williams  
Interim Town Clerk

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## **BRIDGNORTH TOWN COUNCIL AGENDA – TUESDAY 27<sup>th</sup> SEPTEMBER 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. Shropshire Councillor**

Members are asked to receive a verbal report from Shropshire Councillor Julia Buckley.

### **5. Minutes**

- 5.1. To approve the minutes of the meeting of Bridgnorth Town Council held on Tuesday 6<sup>th</sup> September 2022.  
*(BTC/06/2223 on the Town Council website)*

## **6. Announcements**

Nil

## **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.

## **8. Annual Town Meeting**

To consider the following items from Councillor Marshall:

- 8.1. To agree the date and location of the Annual Town Meeting for this current Council Year.
- 8.2. For future years, the date and location of the Annual Town Meeting to be included in the schedule of Council Meetings agreed at the Annual Town Council Meeting.

## **9. Finance**

### 9.1. Accounts Paid – August 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)*

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

### 9.3. Budget Report

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

### 9.4. Balance Sheet

Members are asked to note the balance sheet as of the 31<sup>st</sup> August 2022.  
*(Appendix D on the Town Council website)*

### 9.5. Town Council Bank Reconciliation Statements

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

### 9.6. Accounts for Payment

Members are asked to:

- 9.6.1. Authorise the signing of invoices for payment.  
*(Appendix F on the Town Council website)*
- 9.6.2. Confirm that Councillors A Chetter and R Connolly will be authorised to sign the cheques on Friday 23<sup>rd</sup> September 2022.

## 9.7. Accounting and Audit

Members are asked to note that Councillors A Buffey and A Chetter, on Friday 19<sup>th</sup> August 2022, verified/signed the bank statements for July 2022 and signed those cheques approved by Council at the meeting held on Tuesday 16<sup>th</sup> August 2022 and authorised payroll for August 2022.

## 10. 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.

## 11. Staffing Matters

To receive a brief from the chair of the Workforce Committee, Councillor Aked, with regards to the Town Clerk recruitment.

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