



Broseley Town Council

The Library Building, Bridgnorth Road, Broseley, Shropshire TF12 5EL

Thursday 9th January 2020

To: All Members:
Councillors Burton (Mayor), Childs, Harris, L Garbett, Mark Garbett, Michael Garbett, McCabe, Maltby, Revell and Singh-Mohr.

NOTICE OF MEETING

You are hereby summoned to attend a meeting of the Broseley Town Council to be held on **Tuesday 14th January 2020** commencing at **7.00pm** in the Birchmeadow Centre, Broseley TF12 5LP.

Clare Turner
Locum Clerk

AGENDA

- 1. WELCOME FROM THE MAYOR**
- 2. FORMAL INTRODUCTION OF COUNCILLOR COLETTE MCCABE**
- 3. APOLOGIES FOR ABSENCE**
To receive, consider and accept as appropriate, any apologies for absence in accordance with the terms of Section 85(1) of the Local Government Act 1972.
- 4. DECLARATIONS OF INTEREST**
Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it.
- 5. PUBLIC PARTICIPATION**
Members of the public will have the opportunity to raise parish matters for 10 minutes, in accordance with the Council's Standing Orders. Members of the public may make representations, answer questions and give evidence without prior notice on matters which are on the agenda of the meeting. If members of the public wish to speak on matters which are not on the agenda, they must give notice in writing to the Town Clerk at least three clear days in advance of the meeting, with details of the subject on which they wish to speak. Members of the public are not allowed to present or circulate documents at Town Council meetings. This session is not intended as a forum for debate and issues requiring a response may be referred to the next meeting of the Council.
- 6. MAYOR'S ANNOUNCEMENTS**
The Mayor to provide Council with a verbal update on the duties carried out and invitations received.
- 7. MINUTES OF THE LAST FULL COUNCIL MEETING**
To receive and approve minutes of the Town Council Meetings and to be certified as a true record of proceedings:
 - a.** Of the Broseley Town Council meeting held on Tuesday 10th December 2019 – **Appendix A.**

8. PLANNING COMMITTEE

- a. **TO NOTE:** a verbal update from the Vice Chair of the Planning Committee.
- b. **TO APPROVE:** the minutes of the Planning Committee meeting held on the 28th November 2019 – **Appendix B.**
- c. **TO NOTE:** the draft minutes of the Planning Committee meeting held on the 19th December 2019 – **minutes to follow.**

9. ESTATES COMMITTEE

- a. **TO NOTE:** a verbal update from the Chair of the Estates Committee.

10. PLACE PLAN & RESERVES GROUP

TO NOTE: the meeting scheduled for 19th December 2019 was cancelled.

11. FINANCES

TO NOTE: a verbal update from the Locum Clerk regarding the action plan for the new RFO / Assistant Clerk.

TO RECEIVE: a report from the RFO / Assistant Clerk with regard to the contents of the Town Council safe. - **Appendix C**

TO APPROVE: the recommendations as detailed within the report made by the RFO / Assistant Clerk regarding the contents of the Town Council's safe.

12. CONTRACT

TO RECEIVE: a verbal update from the Locum Clerk and the update report regarding the current contract arrangements for the Public Toilet maintenance contract. - **Appendix D**

TO APPROVE: the recommendations as detailed within the report made by the Locum Clerk for the contract arrangements for the Public Toilet maintenance contract.

13. GRANTS

- a. **TO RECEIVE AND APPROVE:** the grant application forms received from the following organisations;
- Cadets - **to follow**

14. PRECEPT AND DRAFT BUDGET 2020/21

TO RECEIVE: a copy of the draft budget for 2020/21 - **To Follow** and a verbal update from the Locum Clerk providing details on the draft budget and Precept for 2020/21.

TO APPROVE: the Council agree and authorise the budget for 2020/21 and adopt this budget for 2020/21. The Council agree and set the precept for Broseley Town Council for 1st April 2019 to 31st March 2020 and for the Mayor and the Locum Clerk to sign the documentation on behalf of Broseley Town Council.

15. HIGHWAYS

TO NOTE: a verbal update report from Councillor Harris on Highways.

16. NEIGHBOURHOOD PLAN

TO NOTE: a verbal report update from Councillor McCabe

TO RECEIVE: the Executive Summary of the draft Neighbourhood Plan - **Appendix E** and the draft minutes from the Broseley Neighbourhood Plan Advisory Group - **to follow.**

TO APPROVE: the recommendations of the Broseley Neighbourhood Plan Advisory Group for the next stage in the legal process for Broseley Town Council to adopt the Draft Neighbourhood Plan.

17. FUNDING FROM SHROPSHIRE FOOTBALL ASSOCIATION

TO NOTE: a verbal update from Councillor Mark Garbett with regard to the potential funding from the Shropshire Football Association.

TO APPROVE: the recommendations from Councillor Mark Garbett for a draft letter to be created for the possible funding from the Shropshire Football Association.

18. CORRESPONDANCE

TO NOTE: any correspondence received.

19. EXCLUSION OF PUBLIC AND PRESS

Certain items are expected to include the consideration of exempt information and Full Council is, therefore, recommended to resolve "That, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information".

20. STAFFING UPDATE

- a. **Staffing Update** – to received a verbal updated from the Locum Clerk.
- b. **Vacant Posts Update** – to receive a verbal report from the Locum Clerk.
- c. **General Staffing Update** - to receive a verbal update from the Chair of the Staffing Committee

21. DATE OF NEXT MEETING

To confirm the next Town Council Meeting will be held on Tuesday 11th February 2020 to commence at 7:00pm at the in the Birchmeadow Centre, Broseley TF12 5LP.