



PUBLIC NOTICE OF MEETING

A meeting of the Town Council is to be held in the Guildhall, Bewdley

Monday 3rd February 2020 at 7pm

COUNCILLORS ARE HEREBY SUMMONED TO ATTEND

The meeting is open to all members of the public. Public participation is welcome at agenda item **9027** when questions relevant to the agenda or for consideration at future meetings may be asked of the Town Council; please note there is no expectation of a response at this time.

Sharon Hudson, Town Clerk
25(A) Load Street, Bewdley
townclerk@bewdleytowncouncil.org

28th January 2020

AGENDA

9023 MAYOR'S OPENING REMARKS

9024 TO RECEIVE AND NOTE ANY COUNCIL MEMBER'S APOLOGY FOR ABSENCE

9025 DECLARATIONS OF INTEREST:

Councillors are reminded:-

- (i) To keep their Register of Interests updated.
- (ii) To declare any Disclosable Pecuniary Interests in agenda items and their nature.
- (iii) To declare any Other Disclosable Interests agenda items and their nature.

9026 DISPENSATIONS

To consider and vote upon any member's written requests received before the meeting for dispensation to stay in the meeting, speak and/or vote on matters for which the member has made a declaration of interest pursuant to Section 33 of the Localism Act 2011 and the Council's Standing Orders and Code of Conduct

9027 PUBLIC QUESTION TIME

- i. The Mayor will invite members of the public to ask questions relating to this agenda or for consideration at future meetings of this committee. There is no expectation of any dialogue or ad hoc discussion with the Town Council members at this time.
- ii. The representative members of the principal authorities (Worcestershire County Council and Wyre Forest District Council) are invited to present their reports.
- iii. Representatives of support services such as Parish Footpath Warden, Tree Warden, Police Community Support Officers, are invited to present their reports.

9028 MINUTES OF PREVIOUS TOWN COUNCIL MEETINGS

The draft minutes of the Town Council meetings held 02/12/2019 and 12/12/2019 will be presented to the meeting for approval by Town Council members.

9029 ACCOUNTS

Town Council members will be presented with the following:

- i. The current schedule of accounts including invoices to be paid and invoices paid as a matter of urgency - **approval** decision required
- ii. The Town Council's cash balances as at 31/12/2019 (quarter 3) - for **noting**
- iii. The most recent bank reconciliation as at 31/12/2019 (quarter 3) - for **noting**
- iv. Comparison of budget to actual income and expenditure for the current year to date 31/12/2019 (quarter 3) - for **noting**

9030 COMMITTEE REPORTS

- i. **Planning Committee.**
To **Note** the minutes of the Planning Committee meeting held on 19/12/2019.
- ii. **Finance and General Purposes Committee**
To **Note** the draft minutes of the meeting held 22/01/2020; the following recommendations are put for **approval** (confidential items see 9039):
 - a) Councillor Allowances
To **Agree** – Councillor Allowances to be managed inline with Expenses & Allowance Policy BTC022
 - b) Floral Display
To **Agree** – the tender for Floral Displays
- iii. **Staffing Committee**
To **Note** the minutes of the Staffing Committee meeting held on 16/01/2020 (confidential items see 9040)
 - a) Staff Handbook and associated policies
To **Agree** – Staff Handbook and policies
 - b) Model Employee Contract
To **Agree** – Model Employee Contract

9031 POLICIES FOR REVIEW AND APPROVAL

To review and recommend for **approval** the following policies:

BTC005	Health and Safety Policy
BTC010	Social Media Policy

9032 TOGETHER GROUP

To receive, discuss the report provided by Cllr L Davies and **Agree** the status of the Together Group both financially and managerially for the forthcoming year

9033 NEIGHBOURHOOD PLAN PROGRESS

To receive an update from the Neighbourhood Plan Steering Group Leader Cllr R Stanczyszyn.

9034 TOWN CLERK'S UPDATES

Councillors are asked to **note** the Town Clerk's updates relating to ongoing concerns, including:

- **Internal Audit** – on-going
- **Localism** – Cllr R Coleman's Letter sent to WFDC's Leader of the Council and Chief Executive
- **Car Parking** – Letter from BTC Councillors sent to all district Councillors and WFDC's Chief Executive copied to the Solicitor to the Council.
- **Public Benches** – WCC benches - awaiting update from Highways – Chased by Town Clerk
- **Bollards** – awaiting update from WCC Highways - Chased by Town Clerk

9035 INSURANCE REVIEW

To receive, discuss and **Agree the Town Council's** insurance renewal

9036 VE DAY

To consider and **Agree** the arrangements for the Council's VE DAY contributions towards local events.

9036 DATES FOR FUTURE MEETINGS

To consider and **Agree** the dates for the following events

Annual Town Meeting	20/04/2020
St Georges Day Parade	26/04/2020
Mayor Making	15/05/2020
Mayor's Civic Sunday	21/06/2020
Remembrance Sunday	08/11/2020

9037 MAYOR'S DIARY AND FUTURE EVENTS

- i) To receive an update on the Mayor's diary
- ii) To note future community events
 - 22/02/2020 Mayor's Charity Quiz
 - 29/02/2020 Mayor's Charity Bingo
 - 02/05/2020 Mayor's Charity Ball

9038 ITEMS OF URGENCY OR TO NOTE FOR FUTURE MEETINGS

9039 In accordance with the Public Bodies (Admission to Meetings) Act 1960, s1(2) to resolve to exclude the public and the press from the meeting to allow for discussion of confidential matters relating to any of staff, legal matters or contractual arrangements:

9040 Clock Contract

To consider and recommend for **approval** the clock maintenance contract

9041 On Going Staffing Matters

- Update on on-going staffing issues

9042 DATE AND TIME OF NEXT ORDINARY MEETING – Monday 2nd March 2020, 7pm



MINUTES OF THE TOWN COUNCIL MEETING

HELD 6TH JANUARY 2020 at 7.00PM GUILDHALL

PRESENT

Council Members Cllr J Byng - Town Mayor and Meeting Chairman

Cllrs A Coleman, R Coleman, S Collingridge, L Davies, C Edginton-White, P Gittins MBE, P Harrison, H Lacy, D Morehead, R Stanczyzyn

In attendance: Ten Members of the Public
S Hudson - Town Clerk

9004 MAYOR'S OPENING REMARKS

The Mayor, Cllr J Byng welcomed everyone to the meeting.

9005 APOLOGIES FOR ABSENCE

Apologies were received from Cllr S Billett

9006 DECLARATIONS OF INTEREST

Councillors were reminded to submit their Register of Interests and to declare any Disclosable Pecuniary and/or Other Disclosable Interests in items on the agenda and their nature.

The Mayor, Cllr J Byng declared Other Disclosable Interests:

- 9009 –Friends of Riverside North Park – as a Trustee of Friends of Riverside North Park
- 9014 – Together Group – as Chairman of the Together Group.

Cllr L Davies declared an Other Disclosable Interest

- 9014 – Together Group – as a committee member of the Together Group.

Cllr C Edginton White declared an Other Disclosable Interest:

- 9009/9016 –Friends of Riverside North Park – as a Trustee of Friends of Riverside North Park

9007 COUNCILLORS' DISPENSATIONS

4 dispensation requests were submitted; all were **RESOLVED** and allowed.

The Mayor, Cllr J Byng –

9009/9016 – 'Friends of Riverside North Park – as a Trustee of Friends of Riverside North Park and 9014 – Together Group – as Chairman of the Together Group.

Cllr L Davies –

9016 – Together Group – as a committee member of the Together Group.

Cllr C Edginton White –

9009/9016 –Friends of Riverside North Park – as a Trustee of Friends of Riverside North Park

9008 PUBLIC QUESTION TIME

i. Members of the public.

A member of the public took the opportunity to speak, as follows:

1. Could the Council do anything with regard to condition of the grass verge at the top of Dog Lane next to Murray's Pharmacy

It was confirmed that this land had already been discussed during a Road Safety meeting. Councillors considered a number of various options for the space including being used for car parking or that the area is staked off to maintain the green space.

Mrs R Vale, WCC member for Bewdley division stated that this issue had been raised with both WCC and WFDC but it is still unclear who owns the land. Both the District Councillors present and the Town Clerk was asked to approach both Councils for clarification on ownership.

2. There was a lack of focus in the Town on New Year's Eve due to the lack of fireworks.

Councillors confirmed that the Council have no involvement with the New Year's Eve firework, in previously years these had been funded by the local pubs.

b. Representative members of the principal authorities

- 1) Mrs R Vale, WCC member for Bewdley division spoke as follow:

Paddling Pool - Issues with the paddling pool at Riverside North park have been discussed with the Friends group. BTC are to return £2000 (given by WCC for paddling pool maintenance), which in turn, will be re-directed to the Friends Group. Cllr I Hardiman has also agreed to match this with a £2000 donation.

Traffic - Various road traffic layouts for Bewdley have been considered and discounted by the WCC Highways team. The Highways team have undertaken a traffic monitoring exercise to understand the relating issues. Having reviewed the results WCC have made the decision to build a park and ride car park on the Wribbenhall side of the river to alleviate the volume of traffic from the town. It is expected that external funding will be made available and that the project should begin in a few years' time. Sites for this project have yet to be announced but various options are being considered. A new pathway has also been discussed for the Wribbenhall side of the river.

Councillors raised various questions:

Would the park and ride be free?

Cllr R Vale felt the park and ride should be free, as residents have lost their free parking.

Would the Council be told about the location options?

Cllr R Vale suggested that the Town Council discuss this with District Planning.

Would there be a foot bridge across the river as previously discussed?

Cllr R Vale thought that this could be considered as part of the new plan

- 2) The Mayor spoke on behalf of Mr I Hardiman, WCC member for Cookley, Wolverley and Wribbenhall behalf:

Local Issues:

The Kidderminster Road bend by the railway bridge - County Highways have agreed to install Bend Warning signage for drivers travelling towards the Town and railings-mounted chevrons.

Safari Park Roundabout repairs - the Highways Engineer has been asked to ensure the work is scheduled for the earliest opportunity.

Cyclists collisions occurring at the end of New Road - Highways' are considering measures to make drivers of vehicles at New Road stop before exiting.

Northwood Lane lamp obscured by overgrown trees on private property - this has again been drawn this to the attention of the Highways Engineer.

Northwood Lane Vehicle Speeds & Vehicles parked on the pavement - residents have raised concerns about vehicle speeds. Speed analysis took place in December 2017; results showed no justification for intervention by the Police or the Safer Roads Partnership. Vehicles parked on pavements and causing obstruction should be reported to the Police who have responsibility this type of obstructions.

Algae coated Road Signage - The signs near the top of Habberley Bank on the B4091 and the signs from Stourport into Wribbenhall. The Town Clerk has been asked to arrange for the Lengthsman to clean these.

Speed of traffic on the Kidderminster Road along from the Safari Park roundabout -speed analysis has been carried out – the Mean Average speeds of vehicles are below the 30mph limit; referral to the Police or Safer Roads partnership is not therefore justified.

Paddling Pool in Riverside North Park - agreed to contribute £2,000 towards the major Maintenance & Repairs costs from the County Councillors Divisional Fund.

Together Group Project - agreed a contribution of £250 from the Divisional Fund to support their Members' Coach Trip this year.

Strategic Issues County Wide:

Mr I Hardiman provided a summary of WCC's budget strategy for 2020/21 and the proposed Council tax increase of 1.99% with an adult social care levy of 2%. Council tax income equates to 81% of WCC's overall income.

There will be £32.6 million additional financial pressures in 2020/21 which in part includes, pay awards to staff, additional waste disposal costs and delivering corporate plan priorities on highways, economy and the environment.

2020/2021 will see a further investment in adult's social care, children's social care and transport, tackling congestion, highways, footpaths, flood mitigation, an LED replacement programme, mainstream schools and school SEND.

None of the county's 21 libraries are going to close; there will however be some changes to the smaller libraries.

- 3) **Mrs A Coleman, member for Bewdley & Rock** gave an update from the WFDC meeting of 17th December 2019 where car parking charges were discussed. Cllr A Coleman thanked Bewdley traders for their 3000-signature petition which was present at the meeting, by a local trader, as an objection to the loss of free parking in Bewdley. Though the WFDC motion was passed the fight will continue to bring back the concession.

Discussion with regard to actions that could be taken ensued. Cllr L Davies asked that a motion be considered under urgent business 9021; this was seconded by Cllr R Coleman.

- 4) **Mr J Byng, member for Wribbenhall and Arley** confirmed that both he and Mr P Harrison would be contributing £800 each towards Riverside North Park and £200 each towards Together Group from their district community leadership funds.

c. Representatives of support services

- 1) A representative from the Police spoke as follows:
Following a busy period in the town, there were no issues to report. There are a number of Licensing issues which are being dealt with by the new Police Licensing Officer.

9009 FRIENDS OF RIVERSIDE NORTH PARK

Mrs Jenny Chamberlain, representing the Friends of Riverside North Park, spoke of her life and connections to Bewdley and gave a brief history of the Friends Group, formed in 2012.

Mrs Chamberlain then spoke of the paddling pool and the efforts made by the group along with local residents & businesses to keep the facility open. When, in 2017, WFDC announced the pool would close the Friends group raised funds to maintain the facility under lease for 3 years 2017-2019; it was expected that the lease would then transfer to the Town Council. However, during this period annual costs massively increased and problems were identified with the pool drainage systems.

The Friends group have offered to fund the cost of replacing the drainage system and fibre glassing the pool surface to ensure the facility is handed to the Town Council in a good state of repair. Councillors were asked to consider the option available and take into account the opinions of the local community.

Councillors asked why the costs had increased, Mrs Chamberlain confirmed that this was due to a leak doubling the water costs. Councillors also raised concerns about the lack of information received from WFDC with regard to repairs and the financial implications.

9010 MINUTES: of the previous Town Council meeting held 02/12/2019 and 12/12/2019.

Cllr C Edginton White confirmed the reason for no attendance of the meeting held on 12/12/2019 was due to not receiving her electronic copy of the agenda.

It was **RESOLVED** to Agree the draft of the minutes of the Town Council meetings, held on 02/12/2019 and 12/12/2019, a true and accurate record of those meetings.

9011 ACCOUNTS

The Town Clerk presented the position as follows:

- i. The updated schedule of accounts including approval of invoices to be paid and approval of invoices paid as a matter of urgency.
It was **RESOLVED** to Agree the schedule of accounts as at 31/12/2019.

The following documents were presented to the Finance and General Purposes Committee 18/12/2019

- ii. It was **RESOLVED** to note the cash balances as at 30/11/2019, as general fund.

Bewdley Town Council			
CASH BALANCES SUMMARY 30TH NOVEMBER 2019			
Summary			
Statement beginning balance			87,028.10
Cheques and payments cleared (7)			-1,208.04
Deposits and other credits cleared (2)			500.00
Statement ending balance			86,320.06
Uncleared transactions as of 30/11/2019			-1,920.99
Register balance as of 30/11/2019			84,399.07
Cleared transactions after 30/11/2019			0
Register balance as of 10/12/2019			82,478.08
UNITY BANK DEPOSIT ACCOUNT			
BANK BALANCE @ 30th NOVEMBER 2019			£10,610.30
SCOTTISH WIDOWS INVESTMENT			
BANK BALANCE @ 30th NOVEMBER 2019			£30,460.85
CAMBRIDGE BUILDING SOCIETY			
BANK BALANCE @ 30th NOVEMBER 2019			£30,000.00
PETTY CASH			
BANK BALANCE @ 30th NOVEMBER 2019			£110.63
TOTAL CASH & INVESTMENT 30TH NOVEMBER 2019			£153,659.80

- iii. It was **RESOLVED** to note the bank reconciliation date 30/11/2019.
- iv. It was **RESOLVED** to note the current financial position actual against budget as at 30/11/2019.

9012 COMMITTEE REPORTS

Round-up of draft minutes, reports and updates arising since 02/12/2019:

- i) **Planning Committee,**
It was **RESOLVED** to note the minutes of the meeting held on 28/11/2019, the minutes of the meeting held on 19/12/2019 will be presented to the next meeting.
- ii) **Finance and General Purposes Committee, meeting held 18/12/2019.**

It was **RESOLVED** to note the Finance and General Purposes Committee's draft minutes 18/12/2019.

Approval was sought for the recommendations as follows:

- a) **Grant Applications** – Cllr R Coleman gave brief update on the need for a mechanism to be put in place to the return of grant monies not spent or not used for the purpose intended.

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- b) Cyber Security Insurance
It was **RESOLVED** to Agree the purchase of Cyber Security Insurance cover from Came and Company.
 - c) Insurance Renewal
It was **RESOLVED** to Agree to continue with Came & Company as the Council's insurance brokers and consider the pre-renewal invitation.
 - d) CCLA Investments
It was **RESOLVED** to Agree to review investment options with CCLA
 - e) Wyre Hill Sand Park
It was **RESOLVED** to Agree to work with the Friends of Wyre Hill Sand Park in applying for 'Awards For All' grant funding. It was noted that only one application a year can be made to this fund.

9013 FINANCE & GENERAL PURPOSES COMMITTEE

- Elect a Councillor to fill the vacant seat on to the F&GP committee
Following discussions, it was **RESOLVED** to agree that this item be deferred until the new West ward Councillor has been appointed.
- Elect a Deputy Chairman of the F&GP committee
It was agreed that responsibility falls to the F&GP committee and should be voted on at their next meeting.

9014 TOGETHER GROUP

Cllr A Coleman offered her thanks to the Councillors and volunteers who run the Together Group

It was **RESOLVED** to Note the draft notes of the Together Group meeting held 26/11/2019.

To agree the status of the Together Group both financially and managerially.
Cllr L Davies outlined the reasons why the Council should continue their support for the group. Following discussions, it was **RESOLVED** to agree that this item be deferred until the next meeting and that the group's original financial support be identified.

9015 NEIGHBOURHOOD PLAN PROGRESS

The Neighbourhood Plan Steering Group leader, Cllr R Stanczyszyn gave Councillors an update; draft reports have been received from both Avon Planning Services and AECOM which as yet have not been reviewed. The WFDC Planning Policy team have asked to be provided with the neighbourhood plan timetable.

9016 LOCALISM

Cllr R Coleman presented his Localism discussion paper. Additionally, consideration was given to the transfer of the toilets, the paddling pool lease and a museum contribution for all of which supplementary information has been requested from WFDC. It was **RESOLVED** to Agree that the recommendations in Cllr R Coleman's paper be actioned and that the Council write to WFDC with regard to the Localism agenda in general.

WFDC confidentiality agreement

The wording of the confidentiality agreement was discussed; it was decided that the document needed a more thorough review; it was **RESOLVED** to agree this item be deferred until the next meeting.

9017 TOWN CLERK'S UPDATES

Councillors were asked to note the Town Clerk's updates relating to ongoing concerns, including:

- **Internal Audit -**
Recommendations from Cllr P Gittins MBE review of the financial system in line with the Internal Auditor's recommendations.
 - The Town Clerk acting as Responsible Financial Officer ensures all internal controls are adhered too.
 - Councillors are reminded to evidence their verification check by initialling the invoice and cheque stub when they sign a cheque.
- **Public Benches -**
A list of all benches identified as belonging to WCC has been sent to the County Highways Manager, no response has yet been received. The Town Clerk has chased this again
- **Bollards –**
Awaiting an update from WCC Highways

It was **RESOLVED** to note the Town Clerk's updates.

9018 BUDGET 2020/21

Cllr R Coleman, as Chairman of the Finance & General Purposes committee, presented the budget working documents which included a range of options available and comprehensive analysis of expected income and expenditure for 2020/21 (2021/22 & 2022/23).

All operating costs for the toilets were removed from the budget as the formal paperwork has yet to be received from WFDC; cleaning is continuing as per the expired contract; all income has been received to cover these costs for 2019/20. Councillor allowances would cover travel and parking costs. Neighbourhood Plan costs are expected to be covered by the grant received from Locality. The website is being renewed and updated in line with accessibility requirements. Concerns were raised about the Together Groups budget being withdrawn.

Having debated the above, a breakeven budget for 2020/21 was considered which would equate to a precept of £182,350 using only £380 from general reserves.

Following discussions and having considered the various options available it was **RESOLVED** to Agree a breakeven budget for 2020/21.

9019 PRECEPT 2020/21

Having considered the budget as presented above it was **RESOLVED** to Agree that a precept for 2020/21 of £182,350 be levied.

The agreed precept figure of £182,350 divided by the Council Tax base figure, provided by WFDC, for 2020/21 of 3647 equates to Council Tax for a Band D household being the equivalent of £50.00 (attracting an increase of 12.5% or 10.7p per week) with Band H being twice the Band D charge and Band A 6/9th of the Band D charge. The national average Band D charge for 2019/20 was £67.18.

The agreed precept should now be communicated to and demanded of the District Council as the billing authority pursuant to Regulations made under the Local Government Finance Act 1972.

9020 MAYOR'S DIARY AND FUTURE EVENTS

- i) Received an update on the Mayor's diary for December 2019.
- ii) The future community events were noted.
Youth Music Night – A Mayor's Charity event to be held at St George's Hall on 24/01/2020

9021 ITEMS OF URGENCY OR TO NOTE FOR FUTURE MEETINGS

Urgent Business

Following agreement in public session 9008 Cllr L Davies proposed the wording for letter to be written to WFDC expressing the Councils dismay at changes to the parking charges. The wording of which was unanimously agreed.

Future Meetings

Discussed dates of future meetings

Annual Town Meeting	13/04/2020	this is Easter Monday an alternative would need to be considered.
St Georges Day Parade	26/04/2020	
Mayor Making	15/05/2020	

**9022 DATE AND TIME OF NEXT ORDINARY MEETING – Monday 3rd February 2020
7pm**

The meeting closed at 9.05pm

Signed.....
Mayor/Chairman
3rd February 2020

RECONCILIATION REPORT

Reconciled on: 07/01/2020

Reconciled by: Sharon Hudson

Any changes made to transactions after this date aren't included in this report.

Summary	GBP
Statement beginning balance	85,320.06
Cheques and payments cleared (27)	-16,823.81
Deposits and other credits cleared (4)	6,857.23
Statement ending balance	75,353.48
Uncleared transactions as of 31/12/2019	-1,904.81
Register balance as of 31/12/2019	74,448.67
Cleared transactions after 31/12/2019	0.00
Uncleared transactions after 31/12/2019	-13,176.04
Register balance as of 07/01/2020	61,272.63

Details

Cheques and payments cleared (27)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (GBP)
04/11/2019	Bill Payment	103999	ROYAL BRITISH LEGION	-100.00
13/11/2019	Bill Payment	104007	The Community Workshop &...	-175.00
02/12/2019	Bill Payment	104015	Mayor of Droitwich Spa Char...	-14.00
02/12/2019	Bill Payment	104009	E-on	-13.10
02/12/2019	Bill Payment	104008	Bewdley Blooms	-35.00
02/12/2019	Bill Payment	104010	Petr Kratky	-225.54
02/12/2019	Bill Payment	104012	Green Man Gardens (Richar...	-184.57
02/12/2019	Bill Payment	104018	Signtech Midlands	-96.00
02/12/2019	Bill Payment	104017	Office Depot (UK) Limited	-58.52
02/12/2019	Bill Payment	104016	Mrs M J Trick	-89.78
02/12/2019	Bill Payment	104011	Janitorial Direct	-235.30
02/12/2019	Bill Payment	104014	Mr John Byng	-327.14
03/12/2019	Bill Payment	BACS 4	Fisher German LLP	-250.00
03/12/2019	Bill Payment	BACS 5	Sarah Talbot	-60.00
03/12/2019	Bill Payment	BACS 1	Wyre Forest District Council	-6,095.38
03/12/2019	Bill Payment	BACS 2	Shred Station	-48.00
03/12/2019	Bill Payment	BACS 3	Sharon Hudson	-64.18
11/12/2019	Bill Payment	104021	Raspberry Music Services Li...	-200.00
11/12/2019	Bill Payment	104023	Irwin Mitchell LLP	-1,015.80
11/12/2019	Bill Payment	104022	Signal 107 Radio	-6,000.00
16/12/2019	Bill Payment	DD 16.12.19	Siemens Financial Services	-198.00
17/12/2019	Expense	on Acc	Irwin Mitchell LLP	-1,140.00
18/12/2019	Bill Payment	DD 18.12.19	TalkTalk Business - direct debit	-64.52
20/12/2019	Bill Payment	dd 20.12.19	Midshire Communications Lt...	-62.34
30/12/2019	Bill Payment	DD 30.12.19	TalkTalk Business - direct debit	-58.74
31/12/2019	Bill Payment	DD 31.12.19	Unity Trust Bank	-30.90
31/12/2019	Expense		Unity Trust Bank	-2.00
Total				-16,823.81

Deposits and other credits cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (GBP)
02/12/2019	Deposit		Wyre Forest District Council Toilet cleaning	6,583.23
10/12/2019	Deposit		WORCESTERSHIRE COUN... Lengthsman	24.00
13/12/2019	Deposit		Worcestershire CC - Beck's Vale	200.00
20/12/2019	Deposit		LSD Prom Ltd Market income	50.00
Total				6,857.23

Additional Information

Uncleared cheques and payments as of 31/12/2019

07/01/2020

DATE	TYPE	REF NO.	PAYEE	AMOUNT (GBP)
04/12/2017	Bill Payment	103468	SUSA <i>Duplicated</i>	-60.00
02/07/2018	Bill Payment	103646	Bill White Nurseries <i>unbanked che</i>	-240.00
25/07/2018	Bill Payment	103708	Instantprint <i>Duplicated</i>	-20.99
01/04/2019	Bill Payment	103825	Bewdley Community Marchin... <i>unbanked che</i>	-150.00
13/05/2019	Bill Payment	103873	Bewdley Community Marchin... <i>unbanked che</i>	-240.00
20/05/2019	Bill Payment		Bewdley Mayor's Charity <i>to be cancelled</i>	-35.00
03/06/2019	Bill Payment	103886	Bewdley Community Marchin... <i>unbanked che</i>	-150.00
01/07/2019	Bill Payment	103923	Bewdley Community Marchin... <i>unbanked che</i>	-750.00
02/12/2019	Bill Payment	104013	K Daisley	-0.60
11/12/2019	Bill Payment	104021	Arcadia Roots	-200.00
17/12/2019	Bill Payment	104024	Mr R Coleman	-58.22

Total -1,904.81

Uncleared deposits and other credits as of 31/12/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (GBP)
09/04/2019	Cheque	dd 29.05.20	Shred Station	0.00
01/07/2019	Bill Payment	103917	Bewdley Churches Together ...	0.00

Total 0.00

Uncleared cheques and payments after 31/12/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (GBP)
02/01/2020	Bill Payment	<i>DD</i>	Quickbooks - direct debit	-32.40
06/01/2020	Bill Payment	104027	Colin Hill	-50.00
06/01/2020	Bill Payment	104035	Wribbenhall Parish Room	-405.00
06/01/2020	Bill Payment	104033	Mrs M J Trick	-82.10
06/01/2020	Bill Payment	104032	Mrs J Hart	-32.50
06/01/2020	Bill Payment	104031	Mr D Whale	-32.50
06/01/2020	Bill Payment	104030	Mr R Underwood	-32.50
06/01/2020	Bill Payment	104029	M Perrigo	-6,872.99
06/01/2020	Bill Payment	104028	Ludlow Town Council	-18.00
06/01/2020	Bill Payment	104026	Alarm 2000	-42.00
07/01/2020	Bill Payment	BACS4-Jan23	Sarah Talbot	-15.00
07/01/2020	Bill Payment	BACS3-Jan22	Sharon Hudson	-95.98
07/01/2020	Bill Payment	BACS2-Jan20	Shred Station	-48.00
07/01/2020	Bill Payment	BACS1-Jan20	Wyre Forest District Council	-4,081.44
07/01/2020	Bill Payment	BACS6-Jan20	Mr John Byng	-145.01
07/01/2020	Bill Payment	BACS7-Jan20	Brendan Moran	-1,000.00
07/01/2020	Bill Payment	BACS5-Jan24	Fisher German LLP	-265.62

Total -13,251.04

Uncleared deposits and other credits after 31/12/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (GBP)
02/01/2020	Deposit	<i>mktest rec'd</i>	<i>Cambridge Building Society</i>	75.00

Total 75.00

Bewdley Town Council		
Unity Current Account, Period Ending 31/12/2019		
RECONCILIATION REPORT		
Reconciled on: 07/01/2020		
Reconciled by: Sharon Hudson		
Any changes made to transactions after this date aren't included in this report.		
Summary		
GBP		
Statement beginning balance		86,320.06
Cheques and payments cleared (27)		-16,823.81
Deposits and other credits cleared (4)		6,857.23
Statement ending balance		76,353.48
Uncleared transactions as of 31/12/2019		-1,904.81
Register balance as of 31/12/2019		74,448.67
Cleared transactions after 31/12/2019		0
Uncleared transactions after 31/12/2019		-13,176.04
Register balance as of 07/01/2020		61,272.63
<u>UNITY BANK DEPOSIT ACCOUNT</u>		
BANK BALANCE @ 31st DECEMBER 2019		10,610.30
<u>SCOTTISH WIDOWS INVESTMENT</u>		
BANK BALANCE @ 31st DECEMBER 2019		30,460.85
<u>CAMBRIDGE BUILDING SOCIETY</u>		
BANK BALANCE @ 31st DECEMBER 2019		30,000.00
<u>PETTY CASH</u>		
BALANCE @ 31st DECEMBER 2019		10.94
<u>TOTAL CASH & INVESTMENT 31ST DECEMBER 2019 - Quarter 3</u>		£132,354.72



**MINUTES OF THE PLANNING COMMITTEE HELD ON
THURSDAY, 19th DECEMBER AT 3 PM IN THE MEETING ROOM,
25A LOAD STREET, BEWDLEY**

PRESENT

Councillor Rod Stanczyszyn (Chair)
Councillor Sarah Billett
Councillor Paul Gittins

In attendance:

Sharon Hudson, Town Clerk

7684 Apologies

Apologies were received from Cllrs Liz Davies, Roger Coleman and Heather Lacy

7685 Declarations of Interest

None declared

7686 Dispensations

None received

Public Question Time

The meeting was not adjourned as no members of the public present.

7687

Minutes

The minutes of the meeting held 28th November 2019 were approved.

7688 19/0719/FULL 58 Kidderminster Road, Bewdley, DY12 1BY

Single storey rear extension

It was agreed to recommend **approval**.

7689 19/0747/FULL The Retreat, 3 Load Street, Bewdley, DY12 2AF

Change of use of A3 restaurant to Public House (use class A4), including new outdoor seating area

It was agreed to recommend **approval**.

7690 19/0748/FULL Mill House, Stourport Road, Bewdley DY12 1BD

Conversion of third floor flat into two flats

It was agreed to recommend **approval**.

7691 Representations

It was agreed that no representation will be made to the next Planning Committee in relation to any of the planning applications considered above.

7692 Planning Decisions Update

Noted.

7693 Items of Urgency or to Note for Future Meeting

Noted.

It was agreed that the planning committee meetings would continue to take place on the last Thursday of every month. The first four meetings of the year will take place at 5 PM.

Meeting Closed at 3:31 PM

Signed.....

Chairman at Planning Committee

30th January 2020

VE Day Celebrations

LOCAL MAYOR'S, LEADERS & CHAIRMAN OF TOWN & PARISH COUNCILS TO TAKE THE LEAD IN VE DAY 75 CELEBRATIONS

8TH - 10TH MAY 2020

Mayor's, Leaders and Chairman of town and parish councils throughout the UK are to take the lead in local celebrations marking the 75th Anniversary of the end of the war in EUROPE on the 8th May 2020. (VJ Day will be commemorated on the 15th August 2020). After years of fighting, the end of hostilities were officially announced on the 8th May 1945 by Prime Minister Winston Churchill, from the Cabinet Office, 10 Downing Street, London, that date has since become enshrined in history as VE Day.

The VE Day 75 weekend of 8th - 10th May 2020, will be an international celebration of peace – a time to remember, reflect and pay tribute to the millions at home and abroad who played such a vital part in achieving it. This includes the Armed Forces personnel from many countries who gave their lives or were physically and mentally injured; the hard-working women and men who kept the factories, mines, shipyards and farms operating throughout the years of turmoil; the ARP wardens, police officers, doctors, nurses, firemen, local defence volunteers and many others safeguarded the home front.

SSAFA the Armed Forces Charity - which has been supporting service personnel, veterans and their families since 1885 - is the charity partner for this series of VE Day 75 commemorative events.

The planned activities over the weekend are as follows, please go to the VE Day 75 website – www.veday75.org to see the complete overview for this anniversary:

- The Playing of Battle's O'er & VE 75 Years.

- The 'Nation's Toast to the Heroes of WW2.'
- The 'Cry for Peace, around the World.'
- Churches & Cathedrals 'Ring out for Peace.'
- Street parties and parties in pubs, clubs, Hotels, on town and village greens and in halls etc.
- Services of commemoration and celebration in churches, including the reading of the 'Tribute to the Millions' and the playing of the Last Post

From a central location of their choice, Mayors, Leaders and Chairman of town and parish councils are being encouraged to lead them in the 'Nation's Toast to the Heroes of WW2', paying 'tribute' to those from their local communities that gave so much to ensure we all enjoy the freedom we have today by undertaking the following ceremony at 3pm on Friday 8th May next year. (The wording of the 'Toast' can be obtained from the DOWNLOAD page of the VE day 75 website – www.veday75.org).

2.55pm: Source and arrange for a local Bugler, Trumpeter or Cornet player to play the Last Post followed by Reveille. (These can be obtained from local cadet forces, school, brass and silver bands and other organisations such as the Salvation Army etc).

3pm: Source and arrange for a local Piper to play Battle's O'er and VE 75 Years, the new tune especially written for this occasion. (This music can be obtained from the DOWNLOAD page of the VE day website – www.veday75.org).

3pm: To coincide with the Piper playing Battle's O'er, Mayor's, Leaders and Chairman of council, accompanied by invited guests, along with the members of the general public, raise a glass of refreshment of their choice and undertake the attached 'Nation's Toast to the Heroes of WW2.' (The

refreshment does NOT need to be alcoholic as we want the event to be inclusive and not exclusive involving people of all ages, races, creeds, colour and religion in the VE Day 75 celebrations next year).

7pm: Encourage your local church to ring their bells as part of the nationwide 'Ringing out for Peace' that evening too.

We believe the above will provide every town and parish with a very short, simple, reflective and meaningful VE Day 75 event on the 8th May 2020, that is easy to organise and will be appreciated by all.

You will be interested to know that the complete short ceremony above, including all elements and timings, will also be taking place at 3pm on the 8th May next year, on the top of the four highest Peaks throughout the United Kingdom – BEN NEVIS – Scotland, MOUNT SNOWDON – Wales, SLIEVE DONARD – Northern Ireland and SCAFEL PIKE – England.

All those taking part are being asked to register their involvement on the VE day 75 website – www.veday75.org to enable us to keep in contact with them, along with informing the media of their involvement nearer the time. (IMPORTANT: Those councils etc, already registered, do NOT need to do so again)

My warmest regards,

Bruno Peek LVO OBE OPR
Pageantmaster VE Day 75
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Website: www.veday75.org

