

MINUTES OF THE TOWN COUNCIL MEETING

HELD AS A VIRTUAL MEETING ON
6th July 2020 at 7.00PM

This virtual meeting was held using Zoom software

(Voting was recorded by a show of hands where Councillors were able to access the meeting using a camera and could be seen by the Town Clerk; Councillors who had no access to a camera were asked to speak out or use the CHAT function on Zoom)

PRESENT

Council Members The Mayor, Cllr A Coleman and Cllrs J Byng, S Billett, R Coleman, S Collingridge, L Davies, C Edginton White, P Gittins MBE, P Harrison, H Lacy, M Maher, R Stanczyszyn

In attendance: S Hudson - Town Clerk
 Nine members of the public

9151 OPENING REMARKS

9152 TO RECEIVE AND NOTE ANY COUNCIL MEMBER'S APOLOGY FOR ABSENCE

Apologies were received from Cllr D Morehead, Deputy Mayor

9153 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.

None

9154 COUNCILLORS' DISPENSATIONS

None requested

9155 PUBLIC QUESTION TIME

A member of the public spoke as follows:

Following a recent event held in Jubilee Gardens in aid of Black Lives matter a working group has been formed with the aim of raising awareness of inclusivity and diversity within Bewdley. The group are looking for the support of the Council and asked for a motion to include, in the Councils aims, objectives and policies, a commitment to raising awareness of diversity and inclusion; focusing in the first instance on 'race'.

The Mayor Cllr A Coleman suggested that once the facebook group page is established, the Group email their proposed motion to the Council for consideration. Cllr C Edginton White felt this was something the Council could support and a motion could be brought to the September meeting.

A resident of Severn Side South raised the following concerns about anti-social behaviour:

Residents along Severn Side South are concerned about the threatening and intimidating behaviour of the motorbikers. Over the past weekend there were 97 bikes illegally parked with noise levels of between 111-117 decibels. The resident thanked WFDC for putting up the 'No Parking' signs and providing the planters however these have not worked; the signs have been vandalised and the planters used at bins. The resident asked what the Council's 5- year vision was for Severn Side South and the plans for the development of the day and night time economy; then stated that the Bikers added little to Bewdley's economy, the town is used as a place to convene and socialise.

A member of the public spoke with regards to Welch Gate pollution:

The Council were asked to support in principle an application to the Government Emergency Active Travel Fund initiative to reduce pollution in Welch Gate. This initiative already has the backing of the Wyre Forest Cycle Forum, BCARA and a District Councillor. Several solutions were proposed; any funding bids should be submitted by the end of July.

The Mayor Cllr A Coleman suggested that a presentation be made to the WFDC meeting on 10th July.

Councillors agreed they were supportive and that it is a key priority of the Road Safety Group.

Both Cllrs A Coleman and C Edginton White suggested a presentation to the forthcoming Road Safety Group.

A second resident from Severn Side South raised concerns about anti-social behaviour over the weekend:

The behaviour of both cyclists and motor cyclist had been intimidating over the weekend. A group of 15 cyclists had lent their bikes against the front window of the resident's property and were disrespectful drinking beer and discarding litter in the street. Motorbikes were illegally parked and the area around the planters was dangerously over crowded with no social distancing. The motor cyclists were not visiting shops or enhancing the local economy.

Cllr S Collingridge confirmed he had also received an anonymous complaint from another distressed resident from Severn Side South and that the motorbikes were there on weekday evenings as well as weekends.

Cllr C Edginton White spoke of the Public Space Protection Orders (PSPO) currently being reviewed by WFDC relating to drinking and dogs, also that there should be a push for more Enforcement and Police officers in Bewdley and that the issues should be escalated to the Police Commissioner.

Cllr R Coleman confirmed that he had already independently written to the Police Commissioner John Campion and both Mike Parker and Ian Miller at WFDC but had received no response.

The Mayor Cllr A Coleman suggest that the Road Safety Group bring a motion to Council to escalate these issues to the relevant bodies.

Representative members of the principal authorities

- 1) **Mr I Hardiman, WCC member for Cookley, Wolverley and Wribbenhall** provided the following report:

Strategic Update

The County Council has been heavily involved in the response to the Coronavirus pandemic working with our other statutory partners. Six Libraries re-opened on 4th July, The Hive, Kidderminster, Redditch, Malvern, Evesham and Bromsgrove. At first, only limited services are available. The majority of household waste sites across Worcestershire are open including

the Stourport Road site. The Worcester Road site remains closed at present it should be open this month all being well. Schools have now opened for reception, year 1 and year 6 pupils as of Monday, 1st June ... Chaddesley Primary School is open also with an offer for years 2, 3, 4 and 5. Secondary schools opened for years 10 and 12 as of 15th June. Throughout this time schools will also be open to vulnerable children and children of key workers as they have been since 23rd March. Our Hospitals are coping very well with substantial capacity on all 3 sites and as you would expect given the more nature of Worcestershire, we have been less affected by infections than many other authorities in the West Midlands region. We have also been assisting our many care settings with PPE. There have been no Coronavirus related deaths in our hospitals in Worcestershire now for many days. (This could change on a daily basis however). The plan for the Acute trust is to start getting back to all of the routine work, appointments and screening etc. Registrations of births and deaths are currently being done remotely as our Register offices are closed and County Hall is closed to the public. Worcestershire has a fantastic website Here2Help which is a community action response to Coronavirus. There is also a dedicated phone number 01905 768053 for those without access to the internet. Annual council scheduled for 14th May which was cancelled is taking place with completely virtually now over zoom at its 16th July meeting.

Local Update

County Highways who have scheduled resurfacing of the B4190, Kidderminster Road to be carried out between the Safari Park Roundabout and Beale's Corner, commencing next month on 24th August. County Highways have agreed to bring this work forward because I agreed to contribute £25,000 from my two year Highways Fund allocation towards its cost. I am very pleased, as this road is one of the Gateways to Bewdley Town and should, following completion of the work ensure a more welcoming experience for visitors (& local residents).

Outstanding Casework: Our Highways Liaison Engineer is now back on 'Active' duty following the Lockdown and has started to assist in progressing various outstanding issues for Wribbenhall. I shall be meeting with him during this week when hopefully he will provide clarification on agreed solutions. I frequently submit update reports to the Town Clerk for circulating to Town Council Members and will continue to do so when issues receive attention.

County Councillor Divisional Funding: As previously reported, I was able to utilise the Divisional Fund allocated for my Division to support 26 good causes and organisations during 2019/2020. Like all other County Councillors, I now have a fresh Allocation for 2020/2021 and will be pleased to consider applications for a contribution from local organisations within Wribbenhall, Cookley and Wolverley , my Division of representation.

Cllr P Gittins MBE raised a question with regards to the Catchems End traffic island; Cllr I Hardiman confirmed that it was on the agenda for this week's meeting with the Highways Engineer.

Cllr C Edginton White asked that the barriers near Bridge House be removed.

- 2) **Mrs R Vale, WCC member for Bewdley division** submitted the following report:

Following the opening up of pubs and other businesses across the town, I am pleased that of the feedback I have received from residents, 90% of it was overwhelmingly positive. I hope that this marks the start of more purposeful tourism to Bewdley and the beginning of a return to normality.

Sevenside South and lack of social distancing is a real concern still. There was a meeting between Police, District and County last week and there are plans to work together to find a solution with more County/District officer liaison lined up in order to get on top of this problem.

As I sit on the Overview and Scrutiny Board for the County Council, taking the lead for Crime and Disorder in Worcestershire, I have become very concerned that there has been a shift in post Covid criminality and anti-social behaviour. To that end, I have asked all Councillors to comment on increases/changes in crime in their Divisions based on resident feedback. I will collate this information and report to the board on 22nd July. For Bewdley Division, I have noticed a significant increase in issues with the following:

- Inconsiderate driving
- Speeding
- Lack of social distancing between motorcyclists parked up
- Illegal parking and obstructive parking all over the Division
- Thefts/ attempted thefts of livestock.
- Young people causing significant disturbance.

On the plus side, I am very pleased not to have had any reports about drug use/ dealing or the consumption of Nitrous Oxide. Other divisions have had many complaints about this. If Town Councillors have anything to add in this respect, could I please ask them to contact me.

Divisional Funding: I am now looking at how I will be spending my Divisional funding for this coming year. I was very pleased to be able to contribute £1500 towards planters for Sevenside South and look forward to being able to assist BTC in other suitable projects moving forwards.

9156 MINUTES OF PREVIOUS TOWN COUNCIL MEETING

It was **RESOLVED** to **Approve** the draft minutes of the Town Council meetings held 01/06/2020 and the Extraordinary Council meeting held 10/06/2020, as true and accurate records of those meetings.

9157 ACCOUNTS

The Town Clerk presented the position as follows:

- i. The current schedule of accounts including invoices to be paid and invoices paid as a matter of urgency

It was **RESOLVED** to **Approve** the amended schedule of payments as at 30/06/2020.

- ii. August Payments – As there is no Council meeting in August, the July schedule of payments will be signed off by the Mayor, the Deputy Mayor and the Chair of the Finance & General Purposes Committee.

- iii. The bank reconciliation as at 31/05/2020 and the current reserves

It was **RESOLVED** to **Note** the bank reconciliation and reserves as at 31/05/2020

Bewdley Town Council			
Unity Current Account, Period Ending 31/05/2020			
BEWDLEY TOWN COUNCIL			
RECONCILIATION REPORT			
Reconciled on: 08/06/2020			
Reconciled by: Sharon Hudson			
Any changes made to transactions after this date aren't included in this report.			
Summary			
GBP			
Statement beginning balance			109,961.17
Cheques and payments cleared (5)			-7,486.88
Deposits and other credits cleared (2)			9,143.71
Statement ending balance			111,618.00
Uncleared transactions as of 31/05/2020			-1,621.59
Register balance as of 31/05/2020			109,996.41
UNITY BANK DEPOSIT ACCOUNT			
BANK BALANCE @ 31ST MAY 2020			10,642.31
SCOTTISH WIDOWS INVESTMENT			
BANK BALANCE @ 31ST MAY 2020			30,671.97
CAMBRIDGE BUILDING SOCIETY			
BANK BALANCE @ 31ST MAY 2020			30,000.00
PETTY CASH @ 31ST MAY 2020			36.24
TOGETHER GROUP PETTY CASH @ 31ST MAY 2020			150.00
Total Cash and Investments			181,496.93

- iv. It was **RESOLVED** to **note** the balance on the Mayors Charity Account as at 31/05/2020

Summary of Mayor's Charity 2019-2020

Bingo - 2019	230.10
Youth Music	617.00
Quiz	851.00
Bingo - 2020	356.80
Donations	861.00
	2915.90

- v. It was **RESOLVED** to **note** the Together Group Income and Expenditure balance for 2019/20

Reconciliation as at 31.03.2020

Income received from events	1416.00
Expenditure on Events	-

	1940.20
<u>Loss on monthly events</u>	-524.20
Donation received during the year	900.00
Year end balance	375.80

vi. It was **RESOLVED** to **Note** the income against budget as at 31/05/2020

9158 COMMITTEE REPORTS

A round up of draft minutes, reports and updates arising since 01/06/2020

i. Planning Committee.

It was **RESOLVED** to **Note** the minutes of the Planning Committee meeting held on 28/05/2020.

ii. Finance & General Purposes Committee

The Chairman of the Committee Cllr R Stanczyszyn presented the minutes. It was **RESOLVED** to **Note** the minutes of the Finance & General Purposes committee meeting held on 17/06/2020.

iii. Staffing Committee

It was **RESOLVED** to **Note** the minutes of the Staffing Committee meeting held on 04/06/2020.

a) Home Workers Allowance

It was **Resolved** that Officers should receive the HMRC home workers allowance (£6.00 per week pro-rata) back dated to the end of March 2020.

b) Incremental Pay Awards

It was **Resolved** that the incremental pay awards for both the Town Clerk and the Administration Officer be paid and backdated to the 1st April 2020.

iv. Road Safety Group

It was **RESOLVED** to **Note** the minutes of the Road Safety Group meeting held on 09/06/2020

9159 STAFFING REVIEW PANEL

The Mayor Cllr A Coleman presented her report regarding the introduction of a staffing review panel during 2020/21, explaining better scrutiny would assist the Council in achieving the Local Council Award Scheme. Following much debate, with concerns being raised with regards to this staffing review being undertaken outside of Staffing Committee, Cllr L Davies called for a named vote on the motion.

Votes For (5): Cllrs R Coleman, H Lacy, C Edginton White, M Maher and A Coleman

Votes Against (6): Cllrs P Harrison, L Davies, J Byng, S Collingridge, S Billett and P Gittins MBE

Abstentions (1): Cllr R Stanczyszyn

This motion was not carried

9160 GENERAL POWER OF COMPETENCE

It was **RESOLVED** to formally **Approve** the adoption of the General Power of Competence (GPC) having met the following criteria

- i. Have the number of councillors elected at the last ordinary election, or at a subsequent by-election, equal to or exceeding two thirds of its total number of councillors.

Bewdley Town Council is made up of 13 elected members.

- ii. At the time the resolution is passed, have a clerk to the council who holds the relevant CiLCA qualification (Certificate in Local Council Administration)

The Town Clerk, Sharon Hudson achieved the CiLCA qualification in June 2020.

9161 AUDITORS REPORT

It was **RESOLVED** to **note** the Internal Auditors 2019/20 final report

It was **RESOLVED** to **note** updated Action Plan at as 24/06/2020

It was **RESOLVED** to **note** the Annual Internal Audit Governance Return 2019/20

Annual Internal Audit Report 2019/20

Bewdley Town Council

This authority's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls to be in operation during the financial year ended 31 March 2020.

The internal audit for 2019/20 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Agreed? Please choose one of the following		
	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic and year-end bank account reconciliations were properly carried out.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2018/19, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2018/19 AGAR tick "not covered")			✓
L. The authority has demonstrated that during summer 2019 it correctly provided for the exercise of public rights as required by the Accounts and Audit Regulations.	✓		
M. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
		✓	

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

10 MAY / June 2020

Name of person who carried out the internal audit

Dwain EDWARDS FCPA AUDITOR

Signature of person who carried out the internal audit

[Signature]

Date

10/06/2020

*If the response is 'no' you must include a note to state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

9162 ANNUAL GOVERNANCE STATEMENT 2019/20

It was **RESOLVED** to **Approve** the Annual Governance Statement for 2019/20, for submission to the External Auditor, which has been duly signed by the Mayor and Town Clerk behalf on the Council.

Section 1 – Annual Governance Statement 2019/20

We acknowledge as the members of:

Bewdley Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2020, that:

	Agreed		‘Yes’ means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors’ rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority’s accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
		✓	has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.

*Please provide explanations to the external auditor on a separate sheet for each ‘No’ response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

06/07/2020

and recorded as minute reference:

MINUTE F 9162 ENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Clerk

Other information required by the Transparency Codes (not part of Annual Governance Statement)

Authority web address

bewdleytowncouncil.org

AUTHORITY WEBSITE ADDRESS

9163 ACCOUNTING STATEMENT 2019/20

It was **RESOLVED** to **Approve** the Annual Accounting Statement 2019/20 for submission to the External Auditor, which has been duly signed by the Mayor and Town Clerk behalf on the Council.

Section 2 – Accounting Statements 2019/20 for

Bewdley Town Council				
	Year ending		Notes and guidance	
	31 March 2019 £	31 March 2020 £		
1. Balances brought forward	117,843	102,224	Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.	
2. (+) Precept or Rates and Levies	142,263	161,309	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.	
3. (+) Total other receipts	39,041	21,491	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.	
4. (-) Staff costs	72,600	76,042	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.	
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.	
6. (-) All other payments	124,323	126,399	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).	
7. (=) Balances carried forward	102,224	82,583	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).	
8. Total value of cash and short term investments	115,039	101,864	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).	
9. Total fixed assets plus long term investments and assets	518,010	529,625	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.	
10. Total borrowings	0	0	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.	
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.	
	✓		N.B. The figures in the accounting statements above do not include any Trust transactions.	

I certify that for the year ended 31 March 2020 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

Date 06/07/2020

I confirm that these Accounting Statements were approved by this authority on this date:

06/07/2020

as recorded in minute reference:

MINUTE 9163 REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE

The public right to inspect the accounting records for the year ending 31/03/2020 runs from 8th July to 18th August 2020.

9164 GRANT AWARDS 2020/21

Bewdley Town Council has allocated £12,000 from its 2020/21 budget to the support of local groups. It was **RESOLVED** to **Approve** the following grant awards.

	Organisation	Request 2019-20	Grant 2019-20	Request 2020-21	GRANT AWARDS 2020-21	Comments
Budget 2019-20					£12000	
1	Wyre Forest CAB	£1500	£1,500	£2000	£1000	Contribution to running costs
2	Adoption Support Wyre Forest	0.00	0.00	£1000	NIL	No documentation provided
3	Bewdley Petanque Club	£1500	£250	£750	£500	Shelter and storage

					facilities following floods
	Total			£3,750	£1500
	Balance Remaining			£10500	

9165 POLICIES FOR REVIEW AND APPROVAL

It was **RESOLVED** to **Approve** the following policies

BTC028 Policy Protocol on pre-application meetings for major projects
BTC046 Credit Card Policy

9166 NEIGHBOURHOOD PLAN PROGRESS

Neighbourhood Plan Steering Group Leader Cllr R Stanczyszyn represented a report to Council listing actions taken between January and June 2020.

9167 FLOOD DEFENCE GROUP

Cllr C Edginton White represented a report to Council regarding the Flood Defence Group. Cllr C Edginton White confirmed that the Environment Agency are putting together a community information leaflet and are looking at the best ways in which to communicate locally. It is anticipated that by the end of July there will be a zoom meeting for all interested parties. All agencies have recognised that the recent floods were unprecedented and that a more permeant defence solution is required. Questions were raised a recent meeting relating to the safety of the bridge. Worcestershire County Council confirmed that regular checks are carried out; the bridge is strong and that there is no risk of collapse.

9168 MAYORAL CHAIN REPAIRS

Having reviewed the costs of making a minimal repair to the Mayoral chain, the Town Clerk was tasked with obtaining a new quotation for all repairs; this includes the replacement of a number of missing shields.

21.14 The Mayor lost connection to the meeting. As the Deputy Mayor was not present Cllr R Stanczyszyn proposed that Cllr L Davies continued the meeting as Chairman. This was seconded by Cllr P Harrison

9169 BEWDLEY TOWN MARKETS

Members raised concerns about the damage that could be done by holding the market on the area known as Hacketts Meadow. Questions were asked about who would take responsibility for making the area good again if damage was caused. Further assurances are to be sought by the Town Clerk. The market provided was looking to restart the markets in August 2020. As there is no Council meeting in August Members agreed that, if required, once a response was received from LSD an extraordinary meeting should be called.

21.19 The Mayor re-joined the meeting and resumed as Chair.

9170 TOWN CLERK'S UPDATES

It was **RESOLVED** to **Note** the following Town Clerk's updates relating to ongoing concerns:

- i. **Toilets** – the Toilets re-opened 15/06/2020, WFDC have been providing extra cleaning provision on Saturday' and Sunday's this has worked well.
- ii. **No Parking Signs** – fitted on railings at Severn Side South 22/06/2020. These have already been defaced and turned around. There have also been complaints they are too small.
- iii. **Bollards** – no future news on the fittings dates from WCC

- iv. **Planters** – four planters have been installed on Severn Side South, additional compost and plants will be purchased this week. Unfortunately, bikes are parking in the space and their riders are sitting on the planters.
- v. **Localism** – an emailed was received from Ian Miller WDFC on the 30/06/2020 and distributed to all Members regarding the need to deliver the Localism programme. As yet no meeting dates have been agreed.

9171 NEW YEARS EVE FIREWORKS

Cllr C Edginton White presented her report on the provision of New Year's Eve fireworks. Due to the financial implications it was agreed that this matter would be referred to the next Finance & General Purposes committee meeting.

9172 ZOOM MEETINGS

Following Government guidance with regards to holding Council meetings, social distancing and accessibility consideration was given to the suitability of the Guildhall for holding meetings and the safety of both Members and the public. It was agreed that virtual meetings would continue up to May 2021.

9173 WYRE HILL SAND PARK

Government guideline advise parks can be opened from 04/07/2020, the Town Clerk took the decision not to open Wyre Hill Sand Park having spoken to WFDC and the insurers. The Council's insurers confirmed that before re-opening the play area an assessment should be undertaken in line with the Government guides. Members were presented with an assessment document and two risk assessments for the Wyre Hill Sand Park, one general and the other relating specifically to Covid19; WFDC had advised that their play areas would not be opening until the start of the school holidays. The situation will continue to be monitored at this time.

9174 MAYOR'S DIARY AND FUTURE EVENTS

- i) To receive an update on the Mayor's diary
- ii) Future Civic and Community events

9175 ITEMS OF URGENCY OR TO NOTE FOR FUTURE MEETINGS

None

9176 DATE AND TIME OF NEXT ORDINARY MEETING – 7th September 2020

The meeting closed at 9.43pm

Signed
Mayor/Chairman
7th September 2020