



BROSELEY TOWN COUNCIL

FULL COUNCIL MEETING

Tuesday 5th February 2019

To: All Members:
Councillors Burton (Mayor), West (Deputy Mayor), Childs, Harris, L Garbett, Mark Garbett, Michael Garbett, Goodall, Maltby, Taylor and Singh-Mohr.

NOTICE OF MEETING

You are hereby summoned to attend a meeting of the Broseley Town Council to be held on **Tuesday 12th February 2019** commencing at **19:00 hours** in the Birchmeadow Centre, Broseley TF12 5LP.

Paul Russell
Locum Town Clerk

AGENDA

1. 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.

(a) Update from PCSO Mike Watkins

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3. 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.

4. REQUESTS FOR DISPENSATIONS

To consider requests for dispensations (must be notified in writing).

5. MAYOR'S ANNOUNCEMENTS

To receive the Mayor's announcements.

6. MINUTES OF THE MEETING

To receive and approve as a correct record the minutes of the Broseley Town Council meeting held on Tuesday 15th January 2019.



BROSELEY TOWN COUNCIL

FULL COUNCIL MEETING

7. MATTERS ARISING

To consider any matters arising from the minutes of the meeting held on 15th January 2019 not appearing elsewhere on the agenda.

8. CLERK'S REPORT

To receive the Clerk's Report on matters outstanding that may not appear on the agenda.

9. COMMITTEE & ADVISORY GROUP MEETINGS

(a) Committee Meetings – To approve the minutes of the following meetings held and ratify any decisions and recommendations reached:

- Planning Committee – 31st January 2019.
- Place Plan & Reserves Group – 31st January 2019.

(b) Matters Arising – To consider any matters arising and recommendations that require ratification from the minutes of the meetings held above that do not appear elsewhere on the agenda.

(c) Report from the Planning Committee – To receive an update from Councillor Childs.

10. FINANCES

(a) Accounts Paid Statement – To receive the accounts paid statement for February 2019, which will be presented at the meeting.

(b) Bank Reconciliation – For decision: to review and approve the bank reconciliation as at 31st January 2019.

(c) MUGA Bank Reconciliation – For decision: to review and approve the bank reconciliation as at 31st December 2019.

(d) Quarterly Budget Review – To note the quarterly budget review to the 31st December 2018

(e) Updated Reserves Figures - To note the updated Reserves Figures as at 31st January 2018

11. REVISED GRANT APPLICATION PROCESS

For decision - To agree the proposed new grant application process.

12. CCTV

For decision - To agree to the installation of CCTV at the Library, Council Offices and Library car park and obtaining 3 quotes.

13. HIGHWAYS

To receive an update on highways as identified by the Planning Committee at its meeting held on 31st January 2019.

14. DATA RETENTION POLICY

For decision - To agree the new Data Retention Policy.

15. CEMETERY FEES

For decision - To agree proposed increase Cemetery Fees increase for 2019/20.

16. DATE OF NEXT MEETING

To note that the next Town Council Meeting will be held on Tuesday 12th March 2019 commencing at 7:00pm at the in the Birchmeadow Centre, Broseley TF12 5LP.



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FULL COUNCIL MEETING

17. CONFIDENTIAL ITEMS

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".

18. STAFFING MATTERS

To consider the following staffing matters:

- Recruitment of a full time Town Clerk
- Recruitment of a Seasonal Operative

19. LIVE STREAMING COUNCIL MEETINGS