



# Much Wenlock Town Council

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Locum Town Clerk: Trudi Barrett BA (Hons)

NOTICE IS HEREBY GIVEN that a meeting of the above named Town Council **FINANCE & ASSET MANAGEMENT COMMITTEE** will take place in the **Mary Webb Room** at the **Corn Exchange, Much Wenlock** commencing at **5.30 pm** on Tuesday **26<sup>th</sup> March 2019** and Members are hereby summoned to attend for the purpose of transacting the following business.

Trudi Barrett  
Locum Town Clerk

Date of issue: 19<sup>th</sup> March 2019

## A G E N D A

**FILMING AND RECORDING OF COUNCIL MEETINGS  
AND THE REQUIREMENTS OF THE DATA PROTECTION ACT 2018**

Any person present at a Council meeting may not orally report or comment about a Council meeting as it takes place but otherwise may: film, photograph, or make an audio recording of a meeting; use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; report or comment on the proceedings in writing during or after a meeting, or orally report or comment after the meeting. Anyone making a recording for non-domestic purposes is advised to seek advice on their obligations to ensure any processing of personal information complies with the Data Protection Act 2018.

**Anyone who objects to being filmed or recorded should notify the Town Clerk  
prior to the commencement of the meeting.**

**1. Chairman's Welcome**

**2. Apologies**

To receive apologies for absence

**3. Disclosure of pecuniary interests**

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.

**4. Dispensations**

Requests for dispensation should be in writing, addressed to the Town Clerk and received prior to the meeting.

**5. Minutes**

To **approve** the minutes from a meeting held on 26<sup>th</sup> February 2019.

**6. Town Clerk's report**

To receive a report from the Town Clerk on action taken since the last meeting.

## **7. Internal Audit**

To **note** that the internal auditor carried out an interim internal audit on 14<sup>th</sup> March and to consider the report, if to hand.

## **8. Finance**

- a. To receive a financial report from the temporary Responsible Financial Officer.
- b. To receive the balance sheet for February 2019.
- c. To consider and approve income and expenditure for February 2019.
- d. To consider and approve receipts and payments for February 2019.
- e. To receive and approve bank reconciliations to the end of February 2019.
- f. To consider and approve payments for March 2019 (to follow).

## **9. Shropshire County Pension Fund Deficit**

- a. To note that Shropshire Council has advised that the Pension Fund deficit payment due for the year 2019/20 will be £3,000 and to approve payment.
- b. To note that provision for this payment has not been made in the Council budget and that a virement will be necessary.

## **10. Budget 2019/20**

To note that the internal auditor has identified an omission in the 2019/20 budget: no provision has been made for PAYE of £4,560. A virement will be necessary to cover this cost.

## **11. Street lighting insurance**

To note that the cost of additional all risks cover for the Council's street lights would be £744.65 p.a. and to consider whether Councillors wish to take out such insurance.

## **12. Gaskell Recreation Ground**

- a. To note that a Section 81 Demolition Notice is required for the demolition of the toilet block on the Gaskell Recreation Ground and to approve the cost of £126.00.
- b. To note that the combined cost of the survey and legal fees for the licence to use Shropshire Council land for storage during the agreed drainage work will be £570, £70 above the budget set, and to approve the additional expenditure.

## **13. Town Markets**

To consider a report on the viability of setting up a regular town market in Much Wenlock.

## **14. Christmas Lights**

To note concerns about the retention of Christmas lights on The Guildhall throughout the year, to note the reasons for this and to consider any change required.

## **15. Date of next meeting**

To **note** that the next meeting will take place on 23<sup>rd</sup> April 2019.

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### ***PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960***

***Pursuant to Section 1(2) of the above Act due to the confidential nature of the following business to be transacted it will be PROPOSED, SECONDED and RESOLVED that the public and press should not be present.***

## **16. Linden Lodge**

- a. To consider a property survey and recommendations for Linden Lodge.
- b. To note damage to the garden fence caused by high winds and to approve the cost of repairs.
- c. To consider future options for Linden Lodge.