



# Much Wenlock Town Council

Corn Exchange  
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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 **23<sup>rd</sup> April 2019** and Members are hereby summoned to attend for the purpose of transacting the following business.

Trudi Barrett  
Locum Town Clerk

Date of issue: 15<sup>th</sup> April 2019

## AGENDA

**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> March 2019.

**6. Town Clerk's report**

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

**7. Finance**

- a. To receive a financial report from the temporary Responsible Financial Officer.
- b. To receive the balance sheet for March 2019.

- c. To consider and approve income and expenditure for March 2019.
- d. To receive and approve bank reconciliations to the end of March 2019.
- e. To consider and approve payments for April 2019 (to follow).

#### **8. Internal Financial Risk and Health & Safety Evaluation**

To review and approve the Internal Financial Risk and Health & Safety Evaluation.

#### **9. Asset Register**

To review and approve the asset register as at 31<sup>st</sup> March 2019.

#### **10. Gaskell Recreation Ground**

To consider and approve the Heads of Terms drawn up by Shropshire Council with regard to the use of Shropshire Council land for a storage compound for the planned drainage work on the Gaskell Recreation Ground.

#### **11. 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.

#### **12. Car Park at rear of Corn Exchange**

To review arrangements for the facilities and management of the car park at the rear of the Corn Exchange.

#### **13. Corn Exchange & Guildhall**

To receive an update concerning maintenance and upgrade of the Corn Exchange and Guildhall.

#### **14. Date of next meeting**

To **note** that the date of the next meeting will be confirmed at the reconvened Annual Town Council meeting on 9<sup>th</sup> May.

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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.***

#### **15. Damaged railing outside toilets in St Mary's car park**

To approve the quotation for repair of the damaged railing outside the toilets in St Mary's car park.

#### **16. Floral displays**

To consider and approve a quotation for this year's floral displays throughout the town.

#### **17. Repairs to rear window of library**

To consider a quotation for repair of the frame of the rear window of the library.

#### **18. Repairs to Guildhall**

To consider a quotation for repairs to the Guildhall as per recommendations by Arrol & Snell.

#### **19. Linden Lodge**

- a. To note that the damaged garden fence at the front of Linden Lodge has been replaced.
- b. To consider future options for Linden Lodge.