



Much Wenlock Town Council

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Town Clerk: Trudi Barrett BA (Hons)

Due to the current Covid-19 epidemic, the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into force on 4th April 2020, permitting local authority meetings to be held remotely, including by video and telephone conferencing, until May 2021.

The **Annual Meeting** of the above-named Town Council will take place remotely by Zoom video-conference commencing at **7 pm** on Thursday **7th May 2020** and Members are hereby summoned to attend for the purpose of transacting the following business.

The link to the meeting is: <https://us02web.zoom.us/j/5579275864>

Signed.....
Trudi Barrett BA (Hons)
Town Clerk

Date: 1st May 2020

A G E N D A

FILMING AND RECORDING OF COUNCIL MEETINGS AND THE REQUIREMENTS OF THE DATA PROTECTION ACT 1998

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.

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

1. Election of Town Mayor

In pursuance of the Local Government Act 1972 s15(1)(2) Members will elect the Mayor for the ensuing Council year.

2. Declaration of Acceptance of Office

The newly appointed Mayor will sign the Declaration and Acceptance of Office.

3. Election of Deputy Mayor

In pursuance of the Local Government Act 1972 s15(6) Members will elect the Deputy Mayor for the ensuing Council year.

4. Appointment of Mayor's Chaplain

To appoint Revd Matthew Stafford as the Town Mayor's Chaplain for the ensuing year.

5. Apologies for Absence

To receive any apologies for absence.

6. 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 should 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.

7. Dispensations

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

8. Minutes

- a. To approve and adopt the minutes of the Town Council meeting held on 5th March 2020.
- b. To adopt the minutes of Planning & Environment Committee meeting held on 4th February 2020.

9. Town Clerk's Report

To receive a written report from the Town Clerk.

10. Appointment of Committee Members

- a. To appoint six members to the Planning & Environment Committee, with delegated authority to respond to planning and environmental matters (current members: Cllrs Hill, Holyoak, Jenkins, Thomas, Walter, Whiteman).
- b. To resolve to appoint all Councillors to the Finance, Asset Management and HR Committee, with delegated authority to deal with financial matters, the Council's resources and personnel matters.

11. Appointment of Discipline & Grievance Panel

To appoint three members to the Discipline & Grievance Panel (currently Cllrs Hill, Thomas and Themans).

12. Schedule of future meetings

To consider and approve meeting dates for the Council year 2020/21.

13. Suspension of Vacation of Office by Failure to Attend Meetings

To consider and agree that during the current Covid-19 epidemic Much Wenlock Town Council suspends the vacation of office by failure to attend meetings due to the logistical challenges of holding a meeting remotely and that Councillors will not be held responsible for being unable to attend meetings due to not being able to access meetings remotely (LGA1972. 85 (1)).

14. Deferral of Business

To resolve that all other business usually considered at the Annual Town Council meeting be deferred to a later date.

15. Date of next meeting

- a. To note that while local councils are permitted to hold meetings remotely, they are not obliged to do so, and that so long as the current government restrictions on social gatherings are in force, scheduled meetings may not go ahead.
- b. To note that the next meeting is scheduled to take place on **4th June 2020**.