



Much Wenlock Town Council

Corn Exchange
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Town Clerk: Trudi Barrett BA (Hons)

NOTICE IS HEREBY GIVEN that a meeting of the above-named Town Council **FINANCE & ASSET MANAGEMENT COMMITTEE** will be held at **7.00 pm on Tuesday, 18th October 2022** at the **Corn Exchange**, Much Wenlock and Members are hereby summoned to attend for the purpose of transacting the following business.

Regards

Trudi Barrett
Town Clerk

Date of issue: 12th October 2022

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. Apologies

To receive apologies for absence.

2. 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.

3. Dispensations

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

4. Minutes

To resolve to approve the minutes of a meeting of the Finance and Asset Management Committee held on 27th September

5. Town Clerk's report

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

6. Finance

- a. To note a report from the Responsible Financial Officer.
- b. To note the balance sheet as at 30th September 2022.
- c. To note the income and expenditure to 30th September 2022.
- d. To review and approve bank reconciliations to 30th September 2022.
- e. To consider and approve payments from 28th September 2022 to date (to follow)

7. 2023/24 Budget

To review progress with drafting the 2023/24 budget and consider initial proposals.

8. Grant Awards

- a. To consider and agree grant awards to local organisations.
- b. To approve a donation of £250 to the Wenlock Herald to support publication of the Town Council's regular contribution to the magazine.

9. Strategic Plan

To note that Members met on 4th October and agreed priorities for inclusion in the Town Council's Strategic Plan.

10. The Guildhall Project – Renovation and Future Use

- a. To note an update on repairs to the beam at the rear of the Guildhall.
- b. To note that full Council has delegated day to day responsibility for overseeing the Guildhall Project to the Finance & Asset Management Committee.
- c. To review progress with the Guildhall project, including submission of the recent Architectural Heritage Fund application.

11. Cemetery Management

- a. To consider for approval a draft Management Plan 2022-2027 for the Old Cemetery.
- b. To consider information concerning a review of memorial safety in the cemetery.

12. Date of next meeting

To note that the next meeting will be held on Tuesday, 22nd November 2022 at 7.00pm at the Corn Exchange.

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.

13. Internal Audit

To consider appointment of the internal auditor for the financial year 2022/23.

14. Reprint of Much Wenlock Leaflet

To consider a reprint of the Much Wenlock tourist leaflet in conjunction with Shropshire Council's Museum Service.

15. Mary Webb Room

To review the situation regarding long term rental or casual hire of the Mary Webb room and to agree how to proceed.

16. 2 Burgage Way

To review progress with the sale of 2 Burgage Way and consider any documentation required.

17. 10 High Street

- a. To consider quotations for refurbishment work at 10 High Street and select a contractor.
- b. To consider a quotation for the intruder alarm at 10 High Street.
- c. To consider the response from Barclays Bank regarding management of the cashpoint machine.