



Much Wenlock Town Council

Corn Exchange
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Much Wenlock
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Town Clerk: Trudi Barrett BA (Hons)

NOTICE IS HEREBY GIVEN that a meeting of the above-named Town Council's **FINANCE & ASSET MANAGEMENT COMMITTEE** will be held at **7.00 pm** on **Tuesday, 23rd July 2024** 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: 18th July 2024

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. Election of Chairperson

To elect the Chairperson of the committee.

2. Election of Deputy Chairperson

To elect the Deputy Chairperson of the committee.

3. Apologies

To receive apologies for absence.

4. 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.

5. Dispensations

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

6. Minutes

To approve the minutes of a meeting of the Finance & Asset Management Committee held on 21st May 2024.

7. Town Clerk's report

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

8. Financial Reports and Payments

- a. To consider a report from the Responsible Financial Officer.
- b. To note the balance sheet as at 30th June 2024.
- c. To note the income and expenditure to 30th June 2024.
- d. To review and approve bank reconciliations to 30th June 2024.
- e. To consider and approve payments from 22nd May 2024 to date.

9. Financial Documents for Disposal

To review and approve the disposal of selected financial documents, in accordance with the Council's Document Retention Policy.

10. Property Maintenance

To consider any current property maintenance issues not appearing elsewhere on the agenda.

11. Guildhall

To consider an update on progress with the Guildhall Project.

12. Library Performance

To consider the performance summary 2023/24 for Much Wenlock Library.

13. Roundel Art Features

- a. To note that the roundels are still awaiting relocation.
- b. To resolve to leave one roundel at the rear of the library and to move the other to the end of Sheinton Street.

14. Correspondence from Allotment Society

To consider correspondence from the Allotment Society regarding the introduction of greenhouses and polytunnels on the allotment site behind the cemetery on Bridgnorth Road.

15. First/Second World War Memorial Board

To consider restoring and displaying the First and Second World War Memorial Board, currently in storage in the Cemetery Chapel, in a visible location in the town.

16. Date of next meeting

To note that the next meeting will be held on Tuesday, 24th September 2024 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.

17. 10 High Street

To consider the rental of 10 High Street.

18. Fixed Wiring Inspections

To note arrangements for fixed wiring inspections of the Guildhall and Corn Exchange.

19. Insurance

To consider arrangements for the annual insurance renewal.

20. Car Park at the rear of the Corn Exchange

To consider a proposal from National Parking Management for the management of car parking at the rear of the Corn Exchange.

21. Decorating under Corn Exchange

To consider quotations for decorating the ceiling under the Corn Exchange.

22. Alarm Response for Guildhall

To consider arrangements for the intruder alarm response at the Guildhall.

23. Mayor's Chain

To receive an update on progress with new plates for the Mayor's chain.