



Much Wenlock Town Council

Corn Exchange
High Street
Much Wenlock
Shropshire
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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, 21st January 2025** 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: 15th January 2025

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 approve the minutes of a meeting of the Finance & Asset Management Committee held on 27th November 2024.

5. Town Clerk's report

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

6. Financial Reports and Payments

- a. To consider a report from the Responsible Financial Officer.
- b. To note the balance sheet as at 31st December 2024.
- c. To note the income and expenditure to 31st December 2024.
- d. To review and approve bank reconciliations to 31st December 2024.
- e. To consider and approve payments from 28th November 2024 to date.

7. Market Fees

To review fees for market stalls and agree the rates from 1st April 2025.

8. Defibrillators for Bourton and Homer

- a. To note that a defibrillator has been acquired for Bourton, with grant support, and that installation is being arranged.
- b. To consider the provision of a defibrillator for Homer.

9. Guildhall

To receive an update on progress with the Guildhall Project.

10. Christmas Lights

- a. To review the 2024 Christmas lights display.
- b. To consider the cost and implications of removing and re-installing the cross-street lights in the High Street on an annual or other basis.
- c. To note advice from the contractor regarding the Merry Christmas banner displayed in the High Street and to decide how to proceed.
- d. To note that the agreement with the current contractor for installation / removal of the Christmas lights has come to an end and that quotations are being sought for a new agreement as well as for anchor point testing.

11. Christmas Lights Switch-on Event 2025

To consider arrangements and charges for any market stalls at the Christmas Lights Switch-on Event 2025.

12. Corn Exchange Maintenance and Repair

- a. To note damage to guttering at the rear of the Corn Exchange caused by high winds in early December and remedial work undertaken.
- b. To note damage to the high-level masonry at the front of the Corn Exchange and repair work undertaken and to consider further work which may be required.
- c. To consider possible improvements to the lighting under the Corn Exchange.

13. General Property Maintenance

To note any other general property maintenance matters which have arisen.

14. Damage to Trees and Notice Board at Cemetery

- a. To note damage to trees at the Cemetery caused by high winds in December and remedial work carried out.
- b. To note that the free-standing, wooden notice board at the Cemetery was destroyed in the high winds and to consider a replacement.

15. Memorial Tree

To consider a request to plant a memorial tree at the Cemetery.

16. Date of next meeting

To note that the next meeting will be held on Tuesday, 18th March 2025 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. CCTV for Public Toilets

To consider quotations obtained for CCTV for the public toilets at Queen Street and St Mary's Car Park.

18. Linden Lodge

- a. To note the EPC and recent work carried out at Linden Lodge.
- b. To consider correspondence from Balfours regarding Linden Lodge and determine a response.

19. 10 High Street

To review progress with letting the premises and consider any action required.

20. Library SLA and Lease

To consider any further information on proposals for renewal of the Library SLA and lease.

21. Much Wenlock Museum

To consider any further information received following the discussion with Shropshire Council on 12th December 2024.