



NEWPORT (Shropshire) TOWN COUNCIL

The Guildhall, 1 High St, Newport, Shropshire, TF10 7AR
Tel: 01952 814338

LT/2019/TC

3rd January 2019

Dear Sir / Madam

I hereby give you notice that there will be a meeting of the **TOWN COUNCIL** at **7.00 p.m.** on **Wednesday 9th January 2019** at **The Guildhall, High Street, Newport**.

Your attendance is requested. *If you are unable to attend apologies should be formally made, in writing or via e-mail to the Town Clerk with a brief explanation as to the reason.*

Yours faithfully

Electronically signed

Sheila Atkinson
Town Clerk

Members of the public are invited to attend and view proceedings.

A G E N D A

- 1) To receive apologies for absence.**
- 2) To receive declarations of interest.**
- 3) Public Session** - To vote to suspend the meeting for up to 15 minutes to permit members of the public to make representations in respect of any item of business included on the agenda.

(Note: each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 5 minutes. Standing order 3 d. e. g. refers).

- 4) To receive announcements** - A copy of the Town Mayor's engagements will be tabled.
- 5) Previous Minutes** - To confirm the minutes of the meeting held on 12th December 2018 - **copy attached.**

6) FINANCE

a) Finance Report – To consider and ratify the Finance Report for December 2018 and approve the payments therein:

- i) To retrospectively approve the list of cheques raised since the last meeting.
- ii) To note a list of direct debits.
- iii) To note a copy of the bank reconciliation.
- iv) To note a copy of the balance sheet.
- v) To note a list of receipts from the cash book.
- vi) To note a list of payments from the cash book

b) Cheque Signing - To consider a list of cheque payments for approval (at meeting) and nominate 2 councillors to sign them– **to be tabled.**

c) Bank Reconciliation

- i. To confirm that the balances presented in the November 2018 finance statement have been reconciled against the bank statements and the salary payments verified by a councillor prior to the meeting.
- ii. To nominate a councillor to undertake a reconciliation of the December finance statement and salary payments.

d) Quarterly Budget Review - To receive from the RFO, an Income & Expenditure report as at 31 December 2018, including an explanation of any significant variances - **copy attached.**

e) Precept / Budget Setting - At the meeting held on 12th December 2018 members recommended a final draft budget and fees be approved at the January meeting of the full Town Council. The summary budget (by cost centre) is **attached** for approval at this meeting. The precept is the level of taxation imposed upon the residents of Newport to support the budgeted expenditure. As the Town Council receives some income from the services it runs and can use some of its reserves to fund the in-year budget the precept is likely to differ (*by being lower*) from the overall budget:-

Members are asked to consider the following recommendation:

i) A precept be issued, requiring Telford & Wrekin Council to pay Newport Town Council £450,992 (Four hundred and fifty thousand nine hundred and ninety-two pounds) to meet its expenditure for the financial year 2019/20.

AND

ii) The Town Council's fees, copy attached, be approved for the financial year 2019/20.

- f) **ID BADGES** – To consider support for an initiative to provide identification badges for Cllrs and Staff, following the elections in May.

7) TOWN PLANNING & ECONOMIC DEVELOPMENT

- a) To consider a list of recent Planning Applications, provide a general view, offer comment and observations to provide the Clerk with a reasonable understanding when determining the Town Council's views on any applications.
- b) **Planning Permissions/Refusals** - To note any correspondence from Telford & Wrekin Council regarding the granting or refusal of planning applications previously notified to Newport Town Council, copy **to be tabled**.

8) COMMUNITY SAFETY

- a) To note the Minutes of the Community Safety committee meeting held on 19th December 2018 – **copy to follow**
 - b) **Civil Parking Enforcement Powers** - To note reports relating to Telford & Wrekin Council's application applying for Civil Parking Enforcement, prepared for a Cabinet meeting held on 3rd January:
 - 1. Applying for Civil Parking Enforcement Powers (D)
 - 2. Civil Parking Enforcement – summary of consultation (APPENDIX A)
 - 3. 2018/19 Financial Management Report (B)
 - c) **Local Policing – ICM Meetings** – To receive any updates. Members may wish to take this opportunity to report any incidents requiring action or attention for reporting to the Team.
- 9) **HUB** – To confirm nomination by the Trustees of the Hub (*Newport Youth Café Project*) that Newport Town Council, as a corporate body, to become sole trustee in position as Chairman, Treasurer, Secretary and Custodian Trustee taking on all accountability and responsibility of the Executive Committee.

10) OUTSIDE BODIES

- a) **Parish Charter Monitoring Group** - to note the next meeting is scheduled for 17th January. The Parish Charter is currently under review. Members are requested to consider if they wish to submit any further comments on content, format or commitments the working group may wish to take into consideration – copy of Charter **attached**

Distribution:
For Action:
All Newport Town Councillors

For Information:

Unitary Authority Councillors for Newport (Cllr Adrian Meredith)
Newport Library, Newport Advertiser, Town Council Web site, Town Council Notice Boards.