



NEWPORT (Shropshire) TOWN COUNCIL

The Guildhall, High Street, Newport, Shropshire, TF10 7AR

Tel: 01952 814338

6th November 2020

Dear Sir / Madam

I hereby give you notice that there will be a **TOWN COUNCIL MEETING** commencing at **6.30 p.m.** on **Wednesday 11th November 2020** **via Teams**

Your attendance is requested.

Clerks Note: *Town Councils' are now temporarily, able to hold remote meetings due to the pandemic Covid-19 health crisis, therefore during the current period and in line with government guidelines, this Town Council meeting will be held via Teams. Details and links will follow.*

Members of the public wishing to participate should contact the Town Clerk providing their details and e-mail address. ✉ town.clerk@newportshropshire-tc.gov.uk

Yours faithfully

Electronically signed

Sheila Atkinson - Town Clerk

A G E N D A

- 1) To receive apologies for absence.
- 2) To receive declarations of interest in respect of items on this agenda.
Please make yourself familiar with your obligations under the code of conduct, what to declare, how to declare interests and how to apply for a dispensation.

PUBLIC SESSION

- 3) To vote to suspend the meeting for up to 15 minutes to permit members of the public to make representations, answer questions and give evidence in respect of any item of business included on this agenda. *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 orders 2 d, e, f & g refers.*

4) PREVIOUS MINUTES

To confirm the Minutes of the meeting held on 14th October 2020 – to follow.

5) ANNOUNCEMENTS - To receive announcements:

- a. To receive notice of any Mayor's engagements for October.
- b. **Funding for High Street Animation** to receive further updates following the implementation of the national "lock-down".

c. To receive correspondence from the **Census Engagement Manager at T&W** offering an opportunity for her to address NTC and to build links with local communities and organisations to promote the census and raise awareness as to why the census is so important.

*(Census is a survey that happens every 10 years and gives a picture of all the people and households in England & Wales. Local Authorities, charities and other organisations use the census data to decide how to allocate services and funding in areas such as education, transport, and healthcare the next is to take place on the **21st March 2021**)*

d. Shropshire Lieutenancy Garden Party

To receive information from the Her Majesty's Lord-Lieutenant of Shropshire Anna Turner, regarding a Shropshire Garden Party to be held to thank every community in our ceremonial county for their efforts during the current pandemic. Members are requested to consider the Key Facts and provide an option for nominations.

6) FINANCE

a. Finance Report – October 2020

To consider and ratify the Finance Report for October 2020 and approve the payments therein:

- i. To retrospectively approve the **list of cheques out of meeting** raised since the last meeting (£42,381.07) – copy **attached**
- ii. To note a summary of **direct debits** for October.
- 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.
- vii. To note Income & Expenditure by Budget and cost centre

b. Approval of in-Month Payments

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

c. Bank Reconciliation

1. To confirm that the balances presented in the September 2020 finance statement have been reconciled against the bank statements and the salary payments verified by a councillor prior to this meeting.

2. To nominate a councillor to undertake a reconciliation of the October finance statement and salary payments.

6) Annual Governance & Accountability Return (AGAR)

To receive notification of completion of the limited assurance for the year ended 31 March 2020 from the external auditor PKF Littlejohn LLP, including Section 3 External Auditors Report and Certificate - Copy **attached**.

7) PLANNING & ECONOMIC DEVELOPMENT

a. Planning Applications To consider a list of planning Applications received to date and provide an indication for delegation to the Committee and Clerk as to any matters requiring further comments or discussion – **to follow**.

Members will be updated of any applications received following the issue of this agenda.

8) Telford & Wrekin Local Plan – consultation on Issues and Options

Telford & Wrekin Council are currently undertaking a review of the Local Plan and have produced an “Issues and Options consultation document” which runs until 4th December.

Members are requested to consider preferences for response and reply to this consultation.

Distribution to All Town Councillors:

Cllrs: Bailey, Fowler, Garvey, Good, Harper, Janke, King, Lloyd, Nelson, Perry, Scott, Syrda,

For information:

Town Council notice boards and web-site:

<http://www.newportshropshire-tc.gov.uk/Core/Newport-Tc/Pages/Default.aspx>

Please follow the link for: [Meeting Dates, Agendas & Minutes](#)