



NEWPORT (Shropshire) TOWN COUNCIL

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

Tel: 01952 814338

LT/2019/TC

1st August 2019

Dear Sir/Madam

I hereby give you notice that a **MEETING** of the **TOWN COUNCIL** will be held at **7.00 p.m.** on **WEDNESDAY 7th August 2019** at **The Guildhall, High Street, Newport.**

Your attendance is requested.

Yours faithfully

Sheila Atkinson
Town Clerk

A G E N D A

- 1) To receive apologies for absence.
- 2) To receive any 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, answer questions and give evidence in respect of any item of business included on the 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 10th July - **previously distributed.**

5) To receive any ANNOUNCEMENTS

- i) A copy of the Mayor's engagements for July will be tabled.
- ii) To receive notification regarding changes to bin day collections for some residents from September onwards details regarding impact on Newport residents attached.

6) FINANCE

a. **Finance Report** – To consider and ratify the Finance Report for June 2019 and approve the payments therein:

- i. To retrospectively approve the **list of cheques out of meeting** raised since the last meeting (£27,521.22)

- ii. To note a summary of **direct debits** for July.
- 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 List Approval - 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 - To confirm that the balances presented in the June 2019 finance statement have been reconciled against the bank statements and the salary payments verified by a councillor prior to the meeting, and to identify a Cllr to undertake the reconciliation for July 2019 to include the validation of salary payments.

d. Annual Return – To note receipt of the Annual Return following sign off by the external auditor (PKF Little John) page 6 refers – copy **attached**

e. Grant Funding – Newport Youth Café Project – to consider a grant request from the Newport Youth Café Project to fund the youth Club facility from the budgeted funds N/L

f. Grant Funding Community Learning Team :

To consider a grant request from the Community learning team (**Job Box**) to Hire of a stall in Newport market for promotion and engagement x 2 = £36.00
Resources for 4 activities to engage and promote services to local residents = £200.00
Contribution towards refreshments for participants = £14.00
Total grant requested = £250.00

LEISURE & ENVIRONMENTAL SERVICES

7) To note the unsigned minutes of a meeting held on 17th July – **copy attached and consider the following recommendations;**

- a. **REVIEW OF CEMETERY RULES** –The Town Council undertake a review of the current cemetery rules and consider any recommendations for changes.
Members RESOLVED to; Defer the eligibility of concession fees to the next Town Council meeting minute L&ES/11/19-20 refers
- b. **GATEWAY ENTRANCE SIGNS** – Members considered revised sign designs and costings for gateway entrances to the town supplied by Telford and Wrekin Council. **Members RESOLVED to approve a preferred design and costings and to recommend to the Town Council that the cost of £ 7508.12 be transferred from reserves to N/L 4344 (Street Furniture). Minute L&ES/22/19-20 refers.**

8) **SUSTAINABLE NEWPORT** – To consider a proposal from Cllrs, King & Nelson, as representatives on Sustainable Newport group, to complete sustainable Newport Plastic Free accreditation by Members resolving that;

- i) "The council pledges to act by example and remove single use items from its premises"

(The Town Clerk to brief on single plastic use audit carried out on the premises)

- ii) To agree a date by which Newport Town Council will complete an analysis of its carbon footprint

9) TOWN PLANNING & ECONOMIC DEVELOPMENT

- a) To note the unsigned minutes of a meeting held on 23rd July – **to be tabled**
- b) **Planning Applications** To consider a list of planning Applications received to date and provide an indication for delegation to the Committee Chairman and Clerk as to any matters requiring further comments or discussion – **to be tabled**
- c) **Planning Permissions Granted or Refusals** - To note any correspondence from Telford & Wrekin Council regarding the granting or refusal of planning applications previously notified to NTC, **to be tabled**.

COMMUNITY SAFETY

- 10) To receive notes from an ICM meeting held on 16th July – copy **attached**

OUTSIDE BODIES *(Where the Town Council has official representation).*

- a) To note previous distributed Minutes and Reports from outside bodies where the NTC has official representation:

Outside Body Report	Date distributed
Shrewsbury and Newport Canals Newsletter	31/07/19
Rural Form Minutes 16/07/19	31/07/19
Rural Form Minutes 18/06/19	31/07/19
Wrekin Area Committee Agenda 23/07/19	19/07/19
Wrekin Area Committee Minutes 26/07/19	19/07/19
Cosy Hall Minutes July 2019	02/08/19

12) EXCLUSION OF PRESS AND PUBLIC

To consider a resolution that, **'in view of the special nature of the business about to be conducted, (*that is; personal matters in regard to 3a Lease*) it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.**

Distribution to:

All Newport Town Councillors:
Newport Library
Newport Advertiser
Town Council Web site
Town Council Notice Boards

