



NEWPORT (Shropshire) TOWN COUNCIL

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

Tel: 01952 814338

Ref /2018/TC

9th November 2018

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 14th November 2018** at **The Guildhall, High Street, Newport.**

Your attendance is requested.

Yours faithfully

Sheila Atkinson
Town Clerk

AGENDA

- 1) To receive apologies for absence.
- 2) To receive any declarations of interest.

PUBLIC SESSION

- 3) 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) **Previous Minutes** - To confirm the minutes of the meeting held on 10th October - copy attached.

5) ANNOUNCEMENTS

- a. To receive any announcements. A copy of the Mayor's engagements for October, copy **to be tabled**.
- b. To note the AGM of Campaign for the Protection of Rural England (CPRE) Telford & Wrekin branch will be held on 4th December, 19:30 hrs in Edgmond Village Hall.
- c. To receive notification that scaffolding is to be erected to the front elevation of the Royal Victoria Hotel (St. Mary Street) which will also include the two adjacent carparking spaces on the Highway.

- d. To receive correspondence from the High Sheriff of Shropshire with reference to the nominations for outstanding young citizenship award 2019

FINANCE

- 6) **Finance Report** – To consider and ratify the Finance Report for October 2018 and approve the payments therein:

- a) To retrospectively approve the list of cheques raised since the last meeting.
- b) To note a summary of direct debits for October.
- c) To note a copy of the bank reconciliation.
- d) To note a copy of the balance sheet.
- e) To note a list of receipts from the cash book.
- f) To note a list of payments from the cash book.

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

8) Bank Reconciliation

a) To confirm that the balances presented in the September 2018 finance statement have been reconciled against the bank statements and the salary payments verified by a councillor prior to the meeting.

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

9) Budget 2019/20

- a) To consider a report from the RFO for the adoption of a Financial Reserves policy - **draft attached.**
- b) To note a report from the RFO on Budget Preparation FY 2019-20 - **copy attached.**
- c) To receive a first draft budget for FY 19/20 - **copy attached.**

The draft budget seeks to include all aspirations of committees and individual members as an opening gambit. Members will be asked to offer comment on how to refine the budget. This might be achieved by identifying priorities and giving appropriate weight to individual councillor, standing committee and Full Town Council comments and recommendations. Members will be asked to delegate the responsibility of more accurately refining the draft budget to the Resource & Finance Committee.

COMMUNITY SAFETY

- 10) **Minutes** – To note the minutes of a meeting held on 19th September 2018, **copy attached.**

- 11) **Police and Crime commissioners' report** - To note Town & Parish Councils survey results **copy attached.**

12) Local Policing – ICM Meetings – To receive updates and action report attached.

13) Smartwater Update – Police and Crime Commissioner John Campion and Superintendent Tom Harding will formally launch Event of Newport's SmartWater in the Guildhall chamber on 23rd November 2018 at 12.00 Noon – Cllr Nelson to verbally update.

LEISURE & ENVIRONMENTAL SERVICES

14) Minutes of a Meeting

- a. To note the minutes of a meeting held on Wednesday 24th October **copy attached.**
- b. To note proposed schedule for the Christmas Lights Switch-on on 30th November – **copy attached.**

RESOURCES & ADMINISTRATION

15) Hub – To receive any update from the Clerk and RFO on the progress to date to purchase the Hub and consider a request from the current Hub Trustees for the Council to undertake the hub as sole trustees.

16) To receive NALC Legal Topic Note 28 Basic Charity Law for information and evaluation as an option for the acquisition of the HUB.

17) Social Media Policy and Public Participation at Meetings

- a) To note a previous report from 2nd May meeting, **copy attached**, and consider the aspirations of a Newport Town Council policy with regard to social media.

Minute 17/18-19 refers *Members noted receipt of a brief and a draft social media policy. Members RESOLVED: to form a working group comprising all members of the Council to consider the matter.*

- b) To consider formally adopting a policy (draft SLCC policy **attached** for consideration)

- c) Cllr Borrett has emphasised Model Standing Order 2. MEETINGS GENERALLY (i) :-

“1. Subject to standing order 3(m), a person who attends a meeting is permitted to report on the meeting whilst the meeting is open to the public. To “report” means to film, photograph, make an audio recording of meeting proceedings, use any other means for enabling persons not present to see or hear the meeting as it takes place or later or to report or to provide oral or written commentary about the meeting so that the report or commentary is available as the meeting takes place or later to persons not present”.

Members are requested to consider options, protocols and procedure for allowing this opportunity to be available.

PLANNING & ECONOMIC DEVELOPMENT

18) Minutes of a Meeting. To note the minutes of a meeting held on 9th October **copy attached.**

19) 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**.

20) Ni Park Project Information Group – to receive notes from a meeting of the Group held on 12th September.

TELFORD & WREKIN COUNCIL

21) A&E Department Princess Royal Hospital – To consider a request for a donation in the region of £5,000 toward a joint venture between Telford & Wrekin Council and SaTH to refurbish 3 houses on the site of P R H to accommodate the A&E staff. – correspondence **attached**.

22) Members are asked to consider a request from Telford & Wrekin Council to utilise s106 monies to fund the 519 Saturday bus service to Shrewsbury correspondence **attached**.

23) Community Governance Review – To consider and provide a corporate response to the consultation on the Draft Recommendations of the Community Governance Review the closing date for submission is 31st December.

OUTSIDE BODIES

24) To note receipt of minutes from meetings of Outside Bodies at which the Town Council has representation

a) **Parish Charter Monitoring Group** - To note the Minutes of a meeting held on 27th September 2018 – **copy attached**

b) **Wrekin Area Committee** - To note the Minutes of a meeting held on 9th October 2018 – **copy attached**

c) **Cosy Hall Management Committee** - To note the Minutes of a meeting held on 25th October 2018 – **copy attached**

d) **Rural Forum and Speed Indicator Devices** - To note the Minutes of a meeting held on 25th October 2018 – **copy attached**

EXCLUSION OF PRESS AND PUBLIC

25) To consider a resolution “that in view of the special nature of the business about to be conducted, (***related to the of public footpath element of TWC/2016/0589***). It is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw”.

Distribution to:

Action: All Newport Town Councillors.

For Information to: Unitary Authority Councillors for Newport, Newport Library, Newport Advertiser, Town Council Web site, Town Council Notice Boards