



# NEWPORT (Shropshire) TOWN COUNCIL

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

Tel: 01952 814338

Ref /2019/TC

8<sup>th</sup> November 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 13<sup>th</sup> November 2019** at **The Guildhall, High Street, Newport.**

Your attendance is requested.

Yours faithfully

*Electronically signed*

Sheila Atkinson  
Town Clerk

## A G E N D A

- 1) To receive apologies for absence.
- 2) To receive any declarations of interest.
- 3) To welcome representatives from Telford & Wrekin Council and West Mercia Policing Team to expand on the plans on the employment position and outline the proposed strategy for civil parking enforcement when the Borough Council takes powers.

## PUBLIC SESSION

- 4) 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).*

- 5) **Previous Minutes** - To confirm the minutes of the meeting held on 9<sup>th</sup> October - **copy attached.** *(previously circulated to Cllrs)*

## 6) ANNOUNCEMENTS

- a. To receive any announcements. A copy of the Mayor's engagements for October, will be tabled.
- b. The winner of the competition to switch on the Christmas Lights has been selected. Members are reminded that the date for the switch-on is scheduled for 29<sup>th</sup> November.

## FINANCE

7) **Finance Report** – To consider and ratify the Finance Report for October 2019 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.

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

### 9) **Bank Reconciliation**

- a) To confirm that the balances presented in the September 2019 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.

### 10) **Grant Funding**

#### a) **Newport & District Swimming Club**

To consider an ad hoc Grant Funding application from Newport & District Swimming Club to purchase an adjustable starting block for use at Newport swimming pool during club championships and galas. The Club require 4no. blocks, one for each lane of the pool, and have successfully purchased 2no. The cost is £1391.00 per block, which includes VAT and delivery – **correspondence to Members**.

#### b) **Budgeted Grants for F/Y 2020-21**

To considered a request (s) for inclusion in the budgeted grant funding allocations in the next financial year form:

- i) **The Town Team Food Frenzy** to provide a contribution to the short-fall to enable the community event to continue. 50% of the funding short-fall is requested that being £1,000. **correspondence to Members**
- ii) **Newport X-ray Machine Appeal** to provide a substantial contribution toward the £150,000.00 appeal to upgrade the x-ray machine based at the Cottage Care Centre in Newport. **correspondence to Members**.

### **c) Strategy for consideration of Grant Funding**

To consider a review of the approach to the allocation of grant funding. Currently the Town Council is receiving many grants all year round few of which are seed or crisis. Suggestions for discussion are expanded within the **correspondence** sent to **Cllrs**, précised below: -

1) *Annual/bi annual grants to support an ongoing activity that benefits the Town with a distinct budget line, set annually as part of the Autumn budget process.*

2) *New Activity Grants, with a budget line so named, consider twice per year only.*

3) *An Emergency Fund, with a budget line and so named, considered at any NTC council meeting*

### **COMMUNITY SAFETY**

**11) Minutes and notes from the Parking Strategy Working Group** – To note the minutes of a meeting (s) held on 18<sup>th</sup> September 2019 previously circulated.

**12) Local Policing – ICM Meetings** – To receive the latest action report from meeting held 5<sup>th</sup> November to be tabled.

**13)** To Acknowledge receipt and ascertain clarity of support for progression of a proposal from Mr Hickey the Head Master of Haberdasher Adams Grammar School regarding the aspiration of collaborative working between both parties for the funding of creating a car park at the school.

The Parking Strategy Group has been meeting to look at various solutions to help with parking in the town. It is accepted that there are few if any areas where new car parks can be sited within the town centre area. There have been on-going discussions with Mr Hickey for this council to grant £70,000.00 for an area within the school grounds where a new car park can be developed. It would be for the school use during term time and public use out of term time and in the evenings.

### **LEISURE & ENVIRONMENTAL SERVICES**

**14) Minutes of a Meeting** - To note the minutes of a meeting held on Wednesday 23<sup>rd</sup> October to be tabled.

**15) 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: -

<b>Outside Body</b>	<b>Date Distributed</b>
Cottage Care Minutes	18/10/19
Bus User Group Minutes	06/11/19
S&N Newsletter	06/11/19

## **EXCLUSION OF PRESS AND PUBLIC**

**16)** To consider a resolution “*that in view of the special nature of the business about to be conducted, that is in regard to a tenancy arrangement, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw*”.

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**Distribution to:**

**Action:** All Newport Town Councillors

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