



NEWPORT (Shropshire) TOWN COUNCIL

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

SFA/2020/TC

3rd January 2020

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 8th January 2020** 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

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.** A copy of the Town Mayor's engagements will be tabled.
 - b.** To note that after much correspondence with two businesses undertaking talks with their land lords, a suitable site has not been found to situate a TC funded defibrator at the Wellington Road Upper Bar end of the Town.
- 5) Previous Minutes** - To confirm the minutes of the meeting held on 11th December 2019- **copy attached.**

6) FINANCE

- a. **Finance Report** – To consider and ratify the Finance Report for December 2019 and approve the payments therein:
- (1) To retrospectively approve the list of cheques raised since the last meeting.
 - (2) To note a list of direct debits. – *to follow*
 - (3) To note a copy of the bank reconciliation.
 - (4) To note a copy of the balance sheet.
 - (5) To note a list of receipts from the cash book.
 - (6) 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** - To confirm that the balances presented in the November 2019 finance statement have been reconciled against the bank statements and the salary payments verified by a councillor prior to the meeting.
- d. To nominate a councillor to undertake a reconciliation of the December finance statement and salary payments.
- e. **Quarterly Budget Review** - To receive from the RFO, an Income & Expenditure report as at 31 December 2019, including an explanation of any significant variances - **copy to follow**.
- f. **Councillors Remuneration**
Item from December meeting. Following an independent review of Cllrs allowances for Parish and Town Councillors, Members may wish to consider an increase in the budget line. Copy of **e-mail, remunerations panel report and in house produced legal validation attached**.
- g. **Precept / Budget Setting** - At the meeting held on 11th December 2019 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 operates, 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: -

A report on the budget for 2020/2021, prepared for the Resource & Finance Committee meeting on 20th November 2019, previously circulated for acceptance at this meeting:

The procedure detailed below should be followed when dealing with this report:

- The Town Mayor will call for a mover and seconder for each of the recommendations in turn.

- The proposition having been moved and seconded, the Town Mayor will invite any amendment and then put these and the Budget recommendations to the vote.

Note: The Town Mayor may deal in the following way with the recommendations as he considers appropriate:

- One at a time.
- Taking Each Budget page separately.
- Altogether at the end of the exercise.

Members are asked to consider the following recommendation:

1. That a precept be issued, requiring Telford & Wrekin Council to pay Newport Town Council £__x__ to meet its expenditure for the financial year 2020/21.

AND

2. The Town Council's fees, copy attached, be approved for the financial year 2020/21.

TOWN PLANNING & ECONOMIC DEVELOPMENT

- 7) 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.
- 8) **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**.

9) COMMUNITY SAFETY

- **Local Policing – ICM Meetings** – To receive any updates - notes from meeting held on 17th December **attached** Members may wish to take this opportunity to report any incidents requiring action or attention for reporting to the ICM team.

10) OUTSIDE BODIES (*where the Town Council has official representation*)

- To note any previously distributed Minutes and Reports from outside bodies where the NTC has official representation: -

Outside Body	Date Distributed
SALC "Monday News in Brief"	10/12/19

Distribution:

For Action:

All Newport Town Councillors

For Information: Unitary Authority Councillor for Newport (Cllr Eric Carter)

Newport Library, Town Council Web site and Notice Boards.