

MORETON-IN-MARSH TOWN COUNCIL

	<p>COUNCIL ANNUAL MEETING NOTICE Date: Tuesday 7th May 2024 Time: 6:30PM</p> <p>Venue: Council Offices, Old Town, Moreton-in-Marsh GL56 0LW Telephone: 01608 651448 E clerk@moretoninmarshtowncouncil.gov.uk www.moretoninmarshtowncouncil.gov.uk</p>
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Notice of a Meeting of the Council

To Moreton in Marsh Town Councillors

Members of the Council are hereby summoned to attend for the purpose of transacting the following business set out below.

All members of the public and press are welcome to attend unless members vote to make the meeting private for specific confidential personnel, legal or financial reasons.

Enquiries can be made by e-mailing Town Clerk: clerk@moretoninmarshtowncouncil.gov.uk

Sarah Hart, Clerk, 01/05/2024

AGENDA

ITEM	TITLE
1.	Election of the chair.
2.	Signing of acceptance of office.
3.	Election of vice-chair.
4.	Apologies To RECEIVE apologies for absence.
5.	Declarations of Interests and Dispensations a) To RECEIVE declarations of interests from councillors on items on the agenda. b) To CONSIDER any requests for dispensation relating to items on the agenda and those made in writing relating to pecuniary interests.
6.	To NOTE reports from County and District Councillors.
7.	Public Participation Members of the public may speak at a meeting, limited to 3 minutes individually and 20 minutes collectively unless directed by the Chairman, who may choose to prioritise contributions relating to items on the agenda.
8.	Minutes a) To AGREE as accurate and SIGN the minutes of 16 th April 2024. Documents circulated.
9.	Finance a) To APPROVE the list of payments. b) To CONSIDER a grant application from the Severn Area Rescue Association. c) To NOTE that the council has £15,000 set aside by Safer Streets Funding (not in our accounts) for allocating to a project/projects by September 2024. d) To receive a verbal update regarding the UU money from CDC – to NOTE position and to DECIDE next steps. Documents circulated.
10.	Governance a) To REVIEW clerks delegation. b) To NOTE that committee delegations are within the Committee Terms of Reference.

	<p>c) To NOTE Committee terms of reference will be reviewed by committees and recommendations brought back to council.</p> <p>d) To APPOINT members to existing committees.</p> <p>e) To NOTE that committees appoint their own working group members.</p> <p>f) To APPOINT members to working groups appointed by the council (Youth Provision, Climate and Ecology).</p> <p>g) To REVIEW Standing Orders.</p> <p>h) To REVIEW Financial Regulations.</p> <p>i) To NOTE arrangements with other not for profit bodies, businesses and local authorities will be REVIEWED by the Finance and Governance Committee and reported to council.</p> <p>j) To NOTE the council appoints 3 individuals to Moreton Charity appointed as and when required as notified by the charity. No vacancies at present.</p> <p>k) To NOTE the council is eligible to declare the General Power of Competence.</p> <p>l) To NOTE the inventory of land and assets.</p> <p>m) To NOTE the council's/staff subscriptions to other bodies.</p> <p>n) To NOTE the council's complaints procedure.</p> <p>o) To NOTE the council's policies and procedures regarding Freedom of Information and data protection.</p> <p>p) To NOTE the council's policy for dealing with the press/media and this will be reviewed by Finance and General Purposes Committee.</p> <p>q) To NOTE the council's employment policies and procedures and these will be reviewed by the Personnel Committee.</p> <p>r) To NOTE the council's expenditure under s137.</p> <p>s) To DETERMINE the time and place of the council's ordinary meetings up to and including the next annual council meeting.</p> <p>t) To NOTE the time and place of the council's committee meetings is delegated to committees.</p>
11.	<p>Office Windows Grant</p> <p>a) To NOTE the parameters of the grant available have changed to include solar panels, LED lighting.</p> <p>b) To AGREE a specification for office windows, solar panels and LED lighting.</p>
12.	<p>Redesdale Hall</p> <p>a) To NOTE the council has been asked if it wants to retain the ability to appoint persons to the Redesdale Hall CIO (they can appoint two in the new constitution).</p> <p>b) If yes, to CONSIDER appointment of two individuals to the Redesdale Hall CIO.</p>
13.	<p>Allotment & Cemeteries Committee Recommendations</p> <p>a) To AGREE the purchase of two wreaths commemorating the 80th Anniversary of D-Day in WW2 on 6th June 2024, one to be laid at War Memorial in the centre of Town and one at the memorial in Top Cemetery by Commonwealth War Graves. Additionally to provide refreshments with a total budget of £100</p> <p>b) To AGREE Terms of Reference with suggested amendments.</p> <p>c) To AGREE the Allotment Information Pack & Tenancy Agreement for 2024/25 with suggested amendments.</p> <p>Documents circulated.</p>
14.	<p>Finance and Governance Committee Recommendations</p> <p>a) To AGREE to ringfence CIL money received from CDC within reserves until allocated for expenditure (currently £49,015.48).</p> <p>b) To AGREE to ask CDC on what basis they decide when to payout CIL funds and their ability to withhold the interest accrued.</p> <p>c) To REVIEW the insurance cover with recommendations from the committee to:</p> <ol style="list-style-type: none"> i. Quote on the basis of the following adjustments to the renewal spec: <ul style="list-style-type: none"> • Remove volunteers from the employers liability. • Remove reference to landscape gardeners. • Remove Redesdale Hall. ii. Undertake revaluation of office and war memorial over the next 12 months. <p>d) To NOTE that councillors are needed to complete the quarterly checks.</p>
15.	<p>Communications Strategy</p>

	<p>a) To APPROVE the establishment of a working group to report back to full Council on a revised communication strategy and suggested vehicles/modes of communicating what we do and the decisions we make.</p> <p>b) To APPROVE the draft Terms of Reference (TOR) for a communications strategy working group.</p> <p>Documents circulated.</p>
16.	<p>Correspondence</p> <p>a) To CONSIDER Remembrance Service preparations.</p> <p>b) To NOTE a grant report from Citizens Advice.</p> <p>c) To NOTE a report from the Neighbourhood Policing Team.</p> <p>d) To CONFIRM attendance at the GAPTC AGM.</p> <p>Documents circulated.</p>
17.	<p>Communication</p> <p>Consider items from the meeting to be published on the website.</p>
18.	<p>Items to note or for future consideration.</p>
19.	<p>Date of next meeting</p> <p>a) To AGREE an extra meeting date in May.</p>
20.	<p>Exclusion of public and press</p> <p>RESOLVE to exclude the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the following items.</p>
21.	<p>To CONSIDER the Youth Club SLA for 2024/25.</p>
22.	<p>To CONSIDER costs for registration of land.</p>
23.	<p>Close of Meeting</p>