



## Notice of the next Council Meeting

MEMBERS OF THE PUBLIC AND THE PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS

(Public Bodies (Admission to Meetings) Act 1960)

Dear Councillors,

You are hereby summoned to attend the following meeting:

|               |  |
|---------------|--|
| Meeting of... | <b>Bridgwater Town Council</b>                             |
| Time...       | <b>7.30pm</b>  |
| Date...       | <b>Thursday 14 March 2019</b>                              |
| Place...      | <b>Bridgwater Room, Town Hall, High Street, Bridgwater</b> |

Councillors will be discussing all the items listed overleaf on the Agenda.

David Mears PSLCC

**Town Clerk**

7 March 2019

### **7.30pm (Prior to the start of the meeting)**

#### **Questions and comments from members of the public**

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting Bridgwater. No decision can be taken during this session<sup>1</sup>, but the Chairman may decide to refer any matters raised for further consideration.

<sup>1</sup>N.B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).

#### **Policing in Bridgwater**

A representative from Bridgwater's Police Team (if present) are invited to provide updates and discuss issues in Bridgwater.

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting.

## REVISED A G E N D A

**TC2019/19 To receive Apologies for Absence and to approve the reasons given** (LGA 1972 s85 (1))

**TC2019/20 Declarations of interests** - Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

**TC2019/21 To approve and sign as a correct record the minutes of the Town Council Meeting held on Thursday 17 January 2019** (*attached*) (LGA 1972 sch 12, para 41(1))

**TC2019/22 Mayor Announcements**

**TC2019/23 Youth Council** – to receive the minutes of the last Youth Council meeting and to discuss issues raised (*to follow*) (*Cllr Rodrigues*)

**TC2019/24 Town Council Leader** – Cllr Smedley to update members on matters of interest and forward plan (*forward plan to follow*)

**TC2019/25 Town Clerk's Oral Report** – including use of delegated powers and update on progress since the last meeting

**TC2019/26 Mayor Making** – to discuss amendment of dates and procedural changes

**TC2019/27 Twinning** –

- i. to receive update on recent visit to Madeira
- ii. to receive the minutes of the Twinning Forum
- iii. to approve twinning agreement with Camacha, Madeira

**TC2019/28 Policies and Procedures – Financial Regulations** - to adopt the revised NALC model financial regulations (*attached*)

**TC2019/29 Policies and Procedures – Standing Orders** - to adopt the revised NALC model orders (*attached*)

**TC2019/30 Calendar of Meetings** - to approve the calendar of meetings for municipal year 2019/20 (*attached*)

**TC2019/31 Grant Support** – to consider the request from Bridgwater Guy Fawkes Carnival Committee for a grant towards their rent of land at Bristol Road (*application attached*)

**TC2019/32 Grant Support** – to consider releasing the £5,000 2018/19 grant funding and a further £13,200 (*to be taken from CIL account*) to cover the issues raised in the conditions report. (*Cllr Smedley's report attached*)

**TC2019/33 Cemeteries** – to approve the increase in cemeteries fees as recommended by Sedgemoor District Council (*attached*)

**TC2019/34 Staffing Sub-Committee** – to give delegated authority to the Staffing Sub-Committee to approve and implement staff contracts of employment, staff policies and procedures

**TC2019/34i Notice of Motion from Cllr Mick Lerry - that Councillors consider and debate the matter of Climate Emergency** (*Report attached*)

**TC2019/35 Finance** - Town Council Year 2018/19 Year to Date Budget - to review and note the budget information for the year to date as of 28 February 2019 (*to follow*) (*Account & Audit Regulations 2015*)

**TC2019/36 Finance** – Bank Account Balances – To review and note the balances of the Council's bank and investment accounts:-

|    |   |             |
|----|---|-------------|
| 1) | NatWest Current Account as of 28 February 2019              | £ 4,876.16  |
| 2) | NatWest Reserve Account as of 28 February 2019              | £ 11,920.41 |
| 3) | NatWest CIL Account as of 28 February 2019                  | £ 26,605.05 |
| 4) | CCLA Public Sector Deposit Fund as of 28 February 2019      | £204,919.01 |
| 5) | CCLA Local Authorities Property Fund as of 31 December 2018 | £195,369.00 |

**TC2019/37 Finance** - Accounts for Payment and Income - to note items of expenditure and income for January and February 2019 (*January attached, February to follow*)

**TC2019/38 Finance** – to authorise the Town Clerk to transfer funds from the council's investments to ensure that the council can honour its financial commitments until the first tranche of the 2019/20 precept is received (*Resolution only required if new financial regulations are not approved*)

**TC2019/39 Finance** – to authorise the Town Clerk to amend the Bank Mandate on the council's bank accounts to remove Alan Hurford and John Turner as Cheque Signatories

**TC2019/40 To resolve to exclude members of the press and public - To agree that agenda item TC2019/41, 42 and 43 be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted Public Bodies (Admission to Meetings) Act 1960**

**TC2019/41** Presentation from Bridgwater Guy Fawkes Carnival representatives on future project plans

*Before discussion on the following items representatives of Bridgwater Guy Fawkes Carnival will withdraw from the meeting.*

**TC2019/42** to receive quotations for roof repairs and gutter cleaning at the rear of 48 High Street and to appoint contractor

**TC2019/43** to receive quotations to refurbish 5 offices and associated areas in the Town Hall and to appoint contractors