



EARL SHILTON TOWN COUNCIL

Notice is hereby given that a meeting of **Earl Shilton Town Council (Full Council)** will be held on **Monday 13 December 2021** at the **Independent Chapel, 89 High St., Earl Shilton, LE9 7LR**, starting at **7.30pm** for the transaction of the business detailed on the agenda below. Members of the Full Council are legally summoned to attend please. The public and media are cordially invited to attend but will be excluded from any items declared as *confidential* within the meaning of the Public Bodies (admissions to meetings) Act 1960.

ME Jackson
Town Clerk
21, Wood Street
Earl Shilton LE9 7NE
01455 843386

Dated: 06 December 2021

AGENDA (website <https://www.earlshiltontc.org.uk>)

- 21/132** Chairman's welcome and opening remarks.
- 21/133** To receive apologies for Town Cllr Member absence.
- 21/134** Declarations of interests. To receive disclosures of member's interests, i.e. the existence and the nature of those interests in respect of items on this agenda.
- 21/135** To receive and approve as a true record the minutes of the Full Council meeting held on Monday 08 November 2021.
- 21/136** Public Participation:
 - a. Public speaking protocol – requests received by the protocol deadline to be submitted to the Clerk with details of the agenda item they wish to address/relate to.
 - b. That the meeting be adjourned to allow members of the public to make representation about items that are not on the agenda (*Electors' Time*).
- 21/137** To note and receive any reports from County and Borough Cllrs.
- 21/138** To receive any form of Neighbourhood Police report pertaining to Earl Shilton including the local Beat Team report for November dated December 2021.
 - a. Beat Team monthly Newsletter.
 - b. ES Neighbourhood Watch Development Officer's ½ year report.
 - c. Other/late relevant items.
- 21/139** To note and receive any reports from *member* representatives to recent (remote/virtual) non-Town Council outside bodies, meetings, events or working parties excluding Police

reports, *private session* reports and the Town Team Working Group (TTWGp) including relevant late items received since this agenda was published.

- a. 02 Dec 21 - Borough Council (HBBC): hybrid Borough, Parish & Town forum.
- b. Late items.

21/140 To invite/nominate member representatives to attend meetings/events that are not Town Council initiated including online and late relevant invitations too.

21/141 To receive minutes, draft minutes (07 Dec 21) and or a verbal report on Leisure, Parks, Cemetery and Open Spaces (LPCOS) Cttee meetings or business of interest and possible concern plus any immediate recommendations for spending from the annual budget or *Reserves*.

21/142 Correspondence received including relevant late items received.

- a. Citizens Advice Leicestershire Chief Executive letter dated 12 Nov 21.
- b. Late relevant items.

21/143 To receive the Town Clerk's Finance Report including late relevant items.

- a. RBS monthly accounts for Chairman's signature to be approved to confirm as a true record, the Town Council's financial position as at 31 Oct 21 (and 30 Nov 21 if all statements for RBS cashbooks have been received in time for monthly closedown).
- b. Internal Auditor's report of her Interim Internal Audit – FY 2021/22.
- c. Late relevant items.

21/144 To receive the Town Clerk's *general* report including relevant late items received since this agenda was published.

21/145 Planning applications/correspondence received as a Town Council 'consultee' from HBBC, adjacent Districts and or LCC as *Local* or *County* Planning Authorities. Also to:

- a. Note a Planning Cttee Chairman's verbal and or written reports and possibly, discuss and receive **non-private session** items from the Planning Cttee; e.g. a verbal/written report from any Planning Cttee meeting (13 Dec 21) or communications, especially regarding major or controversial applications concerning the Town.
- b. Relevant late applications/et al received since the Cttee agenda was set.

Confidential Items – in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the press and public will be excluded from the agenda items below by reason of the confidential nature of the business to be discussed and will be requested to withdraw. Members will resolve to go into *Private Session*.

21/146 Planning and Town Team Working Group (TTWGp) matters which should be heard in private session:

To consider the issues/updates from the Chairman/Town Clerk/Members or others regarding the:

- a. The *Premises projects* – Library Office facility and public toilet – update and outline plan and costs for Office move, i.e.

- Public toilet operational with effect from 01 Dec 21 – formal opening proposals.
 - Order Office furniture through HBBC as detailed and costed - Clerk's update.
 - Consider 3 commercial in confidence tenders for Office Information Systems based on a 3 year contract – recommendations from Cllr Leman and the Town Clerk as delegated by Full Council 08 Nov 21.
 - Visit to potential site to house the Groundcare Team 1400hr 14 Dec 21.
- b. ES Sustainable Urban Extension (ES-SUE) access road options document – price/valuation(s) and terms.
- c. Late relevant confidential items received since this agenda was set.

21/147 Staffing Cttee issues including relevant late items received since this agenda was published.

- a. Employment Appeals Tribunal (EAT), London, Thurs 04 Nov 21 – formal update if any.
- b. Late relevant items.

Last Item.

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