



EARL SHILTON TOWN COUNCIL

Notice is hereby given that the **Annual Meeting of Earl Shilton Town Council (Full Council)** will be held on **Thursday 16 May 2024 at the Public Library, Wood St., Earl Shilton, LE9 7NE**, 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 by 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.

C Houghton
Town Clerk
Public Library, Wood Street
Earl Shilton LE9 7NE
01455 843386

Dated: 07 May 2024

AGENDA

- 24/001** Chairman's welcome and opening remarks followed by:
- a. Election of a Chairman and Town Mayor for the Civic Year 2024/25.
 - b. Election of a Deputy Chairman and Deputy Town Mayor for the new Civic Year.
- 24/002** To receive apologies for Town Cllr Member absence.
- 24/003** 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.
- 24/004** To receive and approve as a true record the minutes of Full Council meeting held on Monday 08 April 2024.
- 24/005** 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*).
- 24/006** To note and receive any reports from County and Borough Cllrs.
- 24/007** To receive any form of Neighbourhood Police report pertaining to Earl Shilton including the local Beat Team report.

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.

24/008 AGE UK:

- a. To discuss and consider any updates if received.

24/009 Planning matters which should be heard in private session to consider the issues/updates from the Chairman/Town Clerk/Members or others regarding the:

- a. Premises Working Party (PWP) update.
- b. Late relevant items since this agenda was published.

24/010 Staffing business:

- a. All Members of Full Council to consider the quotes to put in place a Health & Safety platform.
- b. Late relevant items since this agenda was published.

At the conclusion of this item the Chairman will return the meeting to a Public session.

24/011 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 and the Town Team Working Group (TTWGp) including relevant late items received since this agenda was published.

24/012 To invite/nominate member representatives to attend meetings/events that are not Town Council initiated including remote and late relevant invitations too.

24/013 To receive draft minutes (of the 07 May 24 meeting) 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*.

24/014 To receive draft minutes (of the 07 May 24 meeting), and or verbal report on Cttee meetings or business of interest and possible concern plus any immediate recommendations for spending from the annual budget or *Reserves*.

24/015 To appoint new members for the Earl Shilton Charity.

24/016 To appoint members to Committees and Working Parties of Council for the forthcoming Civic Year:

- Staffing Cttee, (6 members).
- LPCOS Cttee, (6 to 8 members).
- Events Cttee, (5 members).
- Finance & Policy Working Party, (5 members).
- Planning Cttee, (6 members).
- Groundcare Premises Working Party, (5 members).

- 24/017** To approve:
- a. The motor mileage rate payable to councillors and staff when travelling on official Council business or training – 45 pence per mile or appropriate refund of public transport costs.
 - b. Banking signatories. Council to confirm the signatories for the Unity Trust Bank Ltd current account, (Town Clerk and 5 members required) and the Public Sector Deposit Fund/CCLA account, (5 members but not Town Clerk required).
 - d. To declare the number of the Town's electors as **8293** and the Section 137 (Local Government Act 1972) expenditure allowed per elector for the financial year 2024/25 to be **£10.81 per elector** as per promulgated by higher authority.
 - e. To confirm Town Council key holders as all appropriate permanent staff and the Chairman.
- 24/018** To receive the Town Clerk's Finance Report including late relevant items received since this agenda was published.
- a. To consider the monthly accounts for March & April 2024 as a true record fit for the Chairman's signature if statements received, invoices input completed and issued to Members in advance of this meeting.
 - b. Relevant late items received since this agenda was set.
- 24/019** To receive the Town Clerk's *General* report including late relevant items.
- 24/020** Planning applications/correspondence received as a Town Council 'consultee' from HBBC, adjacent Districts and or LCC as Local or County Planning Authorities. Also to: Note a Planning Cttee Chairman's verbal 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 or communications, especially regarding major or controversial applications concerning the Town.
- a. Relevant late applications/correspondence received since this agenda was set.
- 24/021** To review the new ESTC website.

Last Item.

