



## EARL SHILTON TOWN COUNCIL

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Notice is hereby given that a meeting of **Earl Shilton Town Council (Full Council)** will be held on **Tuesday 10 November 2020** **by remote internet means using the Zoom.us software application**, starting at **7.30p.m.** for the transaction of the business detailed on the agenda below. Members of the Full Council are legally summoned to attend by **'joining a meeting'** 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. Note: the Town Council will be the control *'hosts'* for this meeting and as such will manage proceedings as decided by the Chairman in accordance with Council's *Standing Orders*. The Meeting ID number is **890 3894 3636** and the meeting passcode is **Full10Nov** . Request telephone only 'joining' from the Town Clerk.

Joining Link:

<https://us02web.zoom.us/j/89038943636?pwd=RFgwckFWdGg1QU03MDE4OFpraERyZz09>

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

Dated: 03 November 2020

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### **AGENDA** (website <https://www.earlshiltontc.org.uk/default.aspx> )

- 20/099** Deputy Chairman's welcome and opening remarks.
- 20/100** To receive apologies for Cllr Member and County/Borough Cllr absence.
- 20/101** 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.
- 20/102** To receive and approve as a true record the minutes of Full Council meeting held on 13 October 2020.
- 20/103** Public Participation:
  - a. Public speaking protocol – requests received by the protocol deadline to be submitted to the Clerk detailing of the issue or agenda item they wish to address/relate to.
  - b. That the meeting be adjourned to allow Cllrs or members of the public to make a representation about items that are not on the agenda (*Electors' Time*).
- 20/104** To note and receive any reports from County and Borough Cllrs including late relevant reports to be tabled since this agenda was set.
- 20/105** To receive any form of Neighbourhood Police report pertaining to Earl Shilton including the local Beat Team report for October 2020 dated November 2020.

- 20/106** 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.
- 28 Oct 20 - Deputy Mayor opens a local restaurant.
- 20/107** To invite/nominate member representatives to attend meetings/events that are not Town Council initiated including remote and late relevant invitations too.
- Possible HBBC Town Team Working Group Meeting mid Nov 20.
- 20/108** To receive minutes, draft minutes and or a verbal report on Leisure, Parks, Cemetery and Open Spaces (LPCOS) Cttee meetings, (03 Nov 20) or business of interest and possible concern plus any immediate recommendations for spending from the annual budget or *Reserves*.
- 20/109** To receive a written and or verbal report from the Chairman of the Events Cttee regarding recent meetings (03 Nov 20) and or pandemic lockdown updates concerning 2020/21 events.
- 20/110** Correspondence received including: relevant late items received:
- 20/111** To receive the Town Clerk's Finance Report including late relevant items.
- a. A motion to resolve the receipt and approval of the monthly ESTC accounts for 30 Sep 20.  
(Bank reconciliations for signature by the Chairman)
  - b. AGAR Part 3 Yr Ending 31 Mar 20 – External Auditor: formal notice of '*satisfactory*' conclusion of audit, further public rights, publication and audit fee.
  - c. To note and receive the minutes and recommendations from the meeting of the Finance & Policy Working Party held on 02 Nov 20 including the corporate governance review of the following ESTC:
    1. *Standing Orders*.
    2. *Financial Regulations*.
    3. *The Corporate Risk Assessment*.
    4. Appointment of the Internal Auditor for this Financial Year 2020/21.
    5. Review of the ½ year spend against budget FY 20/21.
  - d. Late relevant items.
- 20/112** To receive the Town Clerk's *general* report including relevant late items received since this agenda was published.
- 20/113** 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 or written reports and possibly, discuss and receive non-private session items from the Planning Cttee; e.g. a verbal report from

the Planning Cttee of the 10 Nov 20 meeting, especially regarding major or controversial applications concerning the Town.

b. Late relevant items to be reported since this 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*.**

**20/114** 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. The *Premises projects* – update re new Library Office facility and public toilet.
- b. Late relevant confidential items received since this agenda was set.

**20/115** Staffing Cttee issues including:

- a. Legacy legal matters updates including – final day of Employment Tribunal report.
- b. Staff health and wellbeing report from Town Clerk.
- c. Staffing turnover of FTC personnel.
- d. Relevant late items received since this agenda was published.

**20/116** Mill Lane Cemetery grave space deed issue – legal correspondence received and instructions to the ESTC Solicitor in response.

**Last Item.**

