



EARL SHILTON TOWN COUNCIL

Notice is hereby given that the **Annual Meeting of Earl Shilton Town Council (Full Council)** will be held on **Monday 09 May 2022 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.

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

Dated: 03 May 2022

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

- 22/001** Chairman's welcome and opening remarks followed by:
- a. Election of a Chairman and Town Mayor for the Civic Year 2022/23.
 - b. Election of a Deputy Chairman and Deputy Town Mayor for the new Civic Year.
(One nomination for Deputy Chairman received to date)
- 22/002** To receive apologies for Town Cllr Member absence.
- 22/003** 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.
- 22/004** To receive and approve as a true record the minutes of Full Council meeting held on Monday 11 April 2022.
- 22/005** 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*).
- 22/006** To note and receive any reports from County and Borough Cllrs.
- 22/007** To receive any form of Neighbourhood Police report pertaining to Earl Shilton including the local Beat Team report for April dated to May 2022.
- 22/008** 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.

- 22/009** To invite/nominate member representatives to attend meetings/events that are not Town Council initiated including remote and late relevant invitations too.
- 21/010** To receive minutes, draft minutes (03 May 22) 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*.
- 22/011** To receive written, (draft minutes of the 03 May 22 meeting), and or verbal report from the Chairman of the Events Cttee regarding recent meetings and an update concerning 2022 events.
- 22/012** Correspondence received including relevant late items received:
- a. Volunteer Community Group grant application – Earl Shilton in Bloom (ESiB)
 - b. Late relevant items.
- 22/013** To appoint members to Committees and Working Parties of Council for the forthcoming year:
- Staffing Cttee, (6 members).
 - LPCOS Cttee, (6 to 8 members).
 - Events Cttee, incorporating Public Events, (5 members).
 - Finance & Policy Working Party, incorporating the Community Fund, Annual Risk Assessment, Standing Orders and Financial Regulations Reviews, (5 members).
 - Planning Cttee, incorporating SUE, Town Plan & Town Team Working Group, (6 members).
 - Business & Voluntary Community Group Liaison Working Party, (5 members).
 - Groundcare Premises Working Party, (5 members).
- (N.B. The Council Meetings Calendar will be updated accordingly as and when the Cttees/Working Parties have their initial meetings and appoint their Chairman and Deputy Chairman).
- 22/014** 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. To retain current Council subscriptions, (listed in the agenda pack), e.g. LRALC, unless changed by resolution.
 - c. Banking signatories. Council to decide 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). One more required for the online current account if possible please.
 - d. To declare the number of the Town's electors as **8,118** and the Section 137 (Local Government Act 1972) expenditure allowed per elector for the financial year 2022/23 to be **£8.82 per elector** as per promulgated by higher authority.
 - e. To confirm Town Council key holders as all appropriate permanent staff and the Chairman.

- 22/015** To receive the Town Clerk's Finance Report including late relevant items.
- 22/016** To receive the Town Clerk's *general* report including relevant late items received since this agenda was published.
- a. Anne Robson Trust/Helpline – for the terminally ill.
 - b. Dead Otter found – Mill Ln/Clickers Way bridge area.
 - c. Renewal of Zoom account for 1 year.
- 22/017** 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/written report from any Planning Cttee meeting or communications, especially regarding major or controversial applications concerning the Town including:
 1. 22/00263/TPO - Update on tree felling application.
 2. 21/01511/OUT – ES-SUE update (County Highways).
 3. 20/01225/FUL – Marlpit Farm update (County Highways).
 - b. Notifications and 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.

- 22/018** 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 regarding the new Library Office facility and public toilet.
 - Draft minutes of the Groundcare premises Working Party meeting 19 Apr 22.
 - b. TTWGp meeting notes of if available.
 - c. Earl Shilton Sustainable Urban Extension (ES-SUE).
 - d. Late relevant confidential items received since this agenda was set.
- 22/019** Staffing Cttee issues including:
- a. Staff attendance.
 - b. Legacy legal matters updates including – Employment Appeals Tribunal (EAT) - 19 Jul 22 final hearing date.
 - c. Relevant late items received since this agenda was published.

Last Item.

