



EARL SHILTON TOWN COUNCIL

Notice is hereby given that the **Annual Meeting of Earl Shilton Town Council (Full Council)** will be held on **Tuesday 14 May 2019** at **The Stute**, Station Road, Earl Shilton, LE9 7GA, starting at **7.30pm** for the transaction of the business detailed on the agenda below. Members of the Full Council are 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: 07 May 2019

AGENDA

- 19/001** Chairman's welcome and opening remarks followed by the election of the Town Council Mayor (Chairman) for the Civic Year 2019/20 and declaration of acceptance of office as applicable with regard to repeating the following motion resolved at the last Full Council held on 09 Apr 19:

"Minute 18/203 a. Post [the] 02 May 19 Town Election *Declarations of Acceptance of Office procedure.*"

Consider a motion to allow elected members to make said formal declaration any time between Fri 03 May 19 and Fri 30 May 19. Likewise the Chairman's Declaration of Acceptance of Office may be made from Tues 14 May 19 to Fri 30 May 19. All dates are inclusive. (30 May 19 is the date when elected members must have submitted their Register of Interests to the Borough Council Monitoring Officer. The latter not to be confused with election expenses for which there is a 35 day grace period post-election day for submission to the Monitoring Officer.). This motion is to be date modified and essentially repeated at the Annual Full Council meeting to be held on 14 May 19.

The motion though seemingly pedantic was explained by the Town Clerk as device to prevent any automatic disqualification of an elected member by simple default.

Resolved: to adopt the motion in full.

- 19/002** Election of a Deputy Town Council Mayor (Deputy Chairman) for the Civic Year 2019/20 and signing of acceptance of office as applicable.
- 19/003** To receive apologies for member absence.

- 19/004** 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.
- 19/005** To receive and approve as a true record the minutes of Full Council meeting held on 09 April 2019.
- 19/006** 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.
 - 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*).
- 19/007** To note and receive any reports from County and Borough Cllrs.
- 19/008** To receive any form of Neighbourhood Police report pertaining to Earl Shilton including the local Beat Team report for Apr 19.
- 19/009** To note and receive any reports from *member* representatives to recent non-Town Council outside bodies, meetings, events or working parties excluding Police reports and the Town Team Working Group (TTWGp) including:
- a. The official unveiling of the Town Heritage Guide Noticeboard on Wood St.
 - b. Relevant late items received since this agenda was published.
- 19/010** To invite/nominate member representatives to attend meetings/events that are not Town Council initiated including (late invitations too – possible *Blue Plaque* unveiling):
- a. Sat 15 Jun 19 – LRALC AGM 2019 at County Hall (Chairman & Clerk) 10 a.m.
 - b. Thurs 20 Jun 19 – HBBC Parish Forum Newbold Verdon 6.30 p.m.
- 19/011** To receive a verbal report on Leisure, Parks, Cemetery and Open Spaces (LPCOS) Cttee matters of interest and possible concern plus any immediate recommendations for spending from the budget.
- 19/012** To receive written and or verbal report from the Chairman of the Events Cttee regarding recent meetings and or progress towards 2019 events.
- 19/013** Correspondence received:
- a. Resident report of speeding vehicles et al on Mill Lane.
 - b. Early Intervention Worker – Update report Apr 19.
 - c. Resignation of an Elected Town Cllr and follow on *point of order*.
 - d. Concern about a local ad hoc website.
 - e. Relevant late correspondence received since this agenda was published.
- 19/014** 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).

(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).

- 19/015** To approve 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.
- 19/016** To retain current Council subscriptions, e.g. LRALC, unless changed by resolution.
- 19/017** Banking signatories. Council to decide signatories for the Natwest current account, (Town Clerk and 4 members required) and the Public Sector Deposit Fund/CCLA account, (4 members but not Town Clerk required).
- 19/018** To receive the Town Clerk's Finance Report including:
- Annual Return (AGAR) and the RBS closedown for the financial year ending 31 Mar 19 linking in to the Internal Audit and External Audit – Town Clerk's priority.
 - A motion to resolve the receipt and approve of monthly ESTC accounts for April 2019. (Bank reconciliations for signature by the Chairman)
- 19/019** To receive the Town Clerk's *general* report including:
- The need and availability for untrained cllrs to attend first principles training and refresher/further training for those more qualified/experienced members.
 - Relevant late items received since this agenda was published.
- 19/020** Planning applications received by Council from the Borough Council as the Local Planning Authority (LPA) which require official consultee comments by close of business on the 17 May 19.

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.

- 19/021** Planning matters which should be heard in private session, e.g. Dalebrook Farm, Barrow Hill Quarry, the ongoing Council Premises Projects and relevant late items received since this agenda was published.
- 19/022** Staffing Cttee issues including:
- Legacy legal matters.
 - An update on staff recruitment.
 - Relevant late items received since this agenda was published.

End of Private Session & Confidential Items.

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