



EARL SHILTON TOWN COUNCIL

Notice is hereby given that a meeting of **Earl Shilton Town Council (Full Council)** will be held on **Tuesday 08 August 2017** 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: 01 August 2017

AGENDA

- 17/056 Chairman's welcome and opening remarks.
- 17/057 To receive apologies for member absence.
- 17/058 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.
- 17/059 To receive and approve as a true record the minutes of the Full Council meeting held on 11 July 2017.
- 17/060 To note and receive any Neighbourhood Policing Area (NPA) report(s)/meeting notes.
- 17/061 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*).
- 17/062 To note and receive any reports from County and Borough Cllrs.
- 17/063 To note and receive any reports from member representatives to recent non-Town Council outside bodies, meetings, events or working parties including late reports.
- 17/064 To invite/nominate member representatives to attend meetings/events that are not Town Council initiated including late nominations.
- 17/065 To receive the draft LPCOS Cttee minutes of the meeting held on 27 July 2017 including recommendations for motions for resolution.

- 17/066** To receive written and or verbal report from the Chairman of the Events Cttee regarding recent meetings and or progress towards 2017 events.
- 17/067** Planning. Excepting, commercial in confidence items; to note and receive any outstanding Planning Cttee minutes, (11 Jul 17), and a verbal report from the Planning Cttee Chairman regarding a Cttee meeting held on Monday 07 August 2017 regarding routine planning applications only – see item 17/072 below; a *private session* item.
- 17/068** Correspondence received.
a) ESiB Minutes dated 10 July 2017.
b) Late items.
- 17/069** To receive the Town Clerk’s Finance Report including Working Party minutes or motions and late items. To consider the following from the Town Clerk as *Responsible Financial Officer* (RFO) to Council:
a. A motion to resolve the receipt of monthly ESTC accounts for April, May and June 2017. (All RBS Cashbook bank reconciliations for signature by the Chairman).
b. A motion to close the Unity Trust Bank (current) account).
c. A motion to adopt 4 signatories for the CCLA dividend account excluding the RFO.
d. A motion to obtain a Natwest debit card for day to day banking by the Town Clerk. Spending limit to be decided by members which will be incorporated into Council *Standing Orders* and *Financial Regulations* forthwith.
e. A motion to allow the Town Clerk to pursue the details of full electronic banking with ESTC’s Natwest Current account. The Town Clerk to bring details bank to Council members for resolution before any implementation.
f. A motion to rationalise the scope and amounts held in Council’s *Earmarked Reserves*, (shown as EMR) in the RBS accounts package) as per the RFO’s spreadsheet suggestion. If the former is resolved, then consider a motion to transfer EMR funds which will not be utilised in the medium term to the CCLA account to maximise dividend payments.
g. A motion to engage Internal Auditor services from KC Bookkeeping for £350 to carry out the interim checks required at the half year point in the autumn.
h. Late items.
- 17/070** To receive the Town Clerk’s general report including late items.

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.

- 17/071** To receive an update to members regarding the development of *Dalebrook Farm* ahead of a meeting at the HBBC Hub at 9.30 a.m. on Wed 09 August 2017. This item may be brought forward in the agenda to allow County and Borough Cllrs to fully take part in noting and receiving this report and any motions through the Chairman.
- 17/072** To receive a report and any recommendations from the Planning Cttee regarding the premises project feasibility study provider’s high level options document.
- 17/073** Referral of a *Code of Conduct* matter for an individual *member* of the Town Council.