



EARL SHILTON TOWN COUNCIL

Notice is hereby given that a **Meeting of Earl Shilton Town Council (Full Council)** will be held on **Monday 09 October 2023 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. Elected and co-opted 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 *private session confidential* within the meaning of the Public Bodies (admissions to meetings) Act 1960.

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

Dated: 02 October 2023

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

- 23/095** Chairman's welcome and opening remarks including Deputy Clerk (designate) introduction.
- 23/096** To receive apologies for Town Cllr Member absence.
- 23/097** Declarations of interest. To receive disclosures of member's interests, i.e., the existence and the nature of those interests in respect of items on this agenda.
- 23/098** To receive and approve as a true record the minutes of the Meeting of Full Council held on Monday 11 September 2023.
- 23/099** 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. Possible update regarding a planning application from Bracknell Farm.
 - 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*).
- 23/100** To note and receive any reports from County and Borough Cllrs.
- 23/101** To receive any form of Neighbourhood Police report pertaining to Earl Shilton including the local Beat Team report for September dated October 2023.
 - a. Sep 23 Beat Team report.
 - b. Relevant late items.

- 23/102** 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.
- a. 21 Sep 23 - HBBC Town & Parish Forum Meeting – additional verbal points.
 - b. 05 Oct 23 – TTWGp meeting report.
 - c. Relevant late items.
- 23/103** To invite/nominate member representatives to attend meetings/events that are not Town Council initiated including remote and late relevant invitations also.
- 23/104** To receive minutes, draft minutes (03 Oct 23) 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* including late relevant items.
- 23/105** To receive written, (draft minutes of the 03 Oct 23 meeting), and or verbal report from the Chairman of the Events Cttee regarding recent meetings and an update concerning 2023 events including any points about the Barker's Funfair at wood St Park and late relevant items.
- 23/106** Correspondence received including relevant late items received.
- a. 14 Sep 23 – LRALC letter about the proposed amendments to LRALC's *Articles of Association* (LRALC is now a not for profit '*business entity*' who's '*liabilities*' are '*limited*' by those Articles of Association. A resolution is required to delegate authority for the exercising of ESTC's forthcoming proxy vote on the stated amendments.
 - b. Late relevant items.
- 23/107** To receive the Town Clerk's Finance & Governance Report including late relevant items.
- a. To consider the monthly accounts for September 2023 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. To receive the report and recommendations of the 02 Oct 23 meeting of the ESTC Finance & Governance Working Party including:
 1. Prior to the independent interim (6 months) Internal Audit, the required annual governance review of ESTC:
 - *Standing Orders.*
 - *Financial Regulations.*
 - *Corporate Risk Assessment.*
 2. Additionally:
 - An addendum to the ESTC HR Handbook to include the 2024 legislation regarding '*flexible working*' requests from employees.
 3. A review of:

- The half year spend against precepted budget report and a possible recommendation about the renewal of the 5 year copier lease in November 2023.
- c. To note and receive the '*satisfactory*' external audit report incorporated into the ESTC Annual Governance & Accountability Return (AGAR) for the financial year ending 31 March 2023.
- d. Late relevant items.
- 23/108** To receive the Town Clerk's *general* report including relevant late items received since this agenda was published.
- 23/109** 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.
 - b. Hinckley National Rail Freight Interchange (HNRFI) – Publication of the Planning Inspectorate's (PINS) application '*Examination Timetable, procedure and Notification of Hearings.*' 22 Sep 23.
 - c. 20/01374/FUL – Breach Ln Farm – Appeal against HBBC Enforcement Notice. Result of Planning Inspector's hearing Tues 03 Oct 23.
 - d. 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 consider a motion to resolve to go into *Private Session*.

- 23/110** 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. 29 Sep 23 Premises Working Party (PWP) member briefing by ESTC's solicitor regarding the latest draft of the *conditional conveyance* to acquire the site of a new premises.
 - b. 29 Sep 23 the ESTC solicitor may also advise PWP members about ongoing lessor and lessee, rights, responsibilities and privileges land owned by ESTC as stewards for the public good.
 - c. Late relevant confidential items received since this agenda was set.
- 23/111** Staffing Cttee business including late relevant items.
- a. Staff Pay Award 01 Apr 23 latest position update.
 - b. Late relevant items.

Last Item.

