

ELLESMERE TOWN COUNCIL

Mrs Mandy Evans
Town Clerk & Responsible Finance Officer
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Date: 31st May, 2017

To: All Town Council Members
The Public
The Press

You are summoned to attend a Meeting of Ellesmere Town Council to be held on **Monday, 5th June, 2017 at 7.15 pm** in the Town Hall, Ellesmere for the transaction of business as set out in the Agenda below.

THE FIRST 10 MINUTES OF THE MEETING WILL BE PUBLIC QUESTION TIME WHICH IS AN OPPORTUNITY FOR THE PUBLIC PRESENT TO SPEAK ON ANY ITEMS ON THE AGENDA OR ANY OTHER CONCERNS THEY WOULD LIKE TO BRING BEFORE THE TOWN COUNCIL.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Mandy Evans'.

Mandy Evans
Town Clerk & Responsible Finance Officer

AGENDA

1. To receive apologies and reason for absence.
2. Disclosure of Personal and Prejudicial Interest. To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

3. Grant Dispensations. In pursuance of the Localism Act 1972, s31(4) to report on any dispensations requested/granted.
4. Public Participation Session.
5. Police Matters. To receive a report.
6. Shropshire Council Report. To receive a report from Shropshire Cllr Mrs A Hartley.
7. Minutes. To read and confirm the minutes of the Annual Town Council Meeting held on Wednesday, 10th May, 2017. (Attached).
8. Clerks Report. (Attached).
9. Notice of Uncontested Election- Co-option 4 Vacancies. Letters of interest has been received. (Attached).
10. Meetings attended during the month.
Community Centre Stakeholder Meeting – 17th May, 2017, Ellesmere Library (10.00am).
S106 Public Realm – Monday, 22nd May, 2017 Wardens Cottage, Merside.
11. Ellesmere Town Council Website. New domain name: www.ellesmere-tc.gov.uk. A SSL Certificate for the new website is also in place to ensure the website is safe and secure.
12. Tree Survey. Completed every 4 years (Election Year).
13. Correspondence.
 (a) Items for consideration (information items will be circulated at the meeting).
Stakeholders in the Development of the Meres Community Centre. Members: The Town Mayor or Substitute, Deputy Mayor with the Clerk or Substitute Assistant Clerk.
Reduction of Speed Limit at Mereside, Ellesmere and Provision of New Pedestrian Crossing.
Beech Grove Playing Fields.
Road Closure – High Street, Ellesmere. 9th July, 2017 (1day) for Short Comm Pipe Renew, Severn Trent Water.
Public Access Online Register, Shropshire Council. This service will not be available on the 5th and 6th June, 2017 due to a planned upgrade.
 (b) Other Correspondence received after the Agenda being sent out.
14. Planning:
 (a) Planning Applications for consideration:
 (b) To consider any other planning applications/decisions/planning matters received after the issue of the Agenda. (To be notified at Meeting).
15. Annual Return for the year ended 31st March, 2017.
 (a) Section 1 Annual Governance Statement 2016/17. To consider questions 1-9.
 (b) Section 2 Accounting Statements 2016/17. To approve.

- (c) To note that the Internal Audit was completed on Monday 15th May, 2017 and note contents of year-end report. Section "Annual Internal Audit Report 2016/17" completed by the Internal Auditor.
 - (d) The Mayor and Clerk sign and date the Annual Return and Supporting Statement for submission with the relevant papers to Mazar's (External Auditor).
 - (e) Balance sheet and supporting statement as at 31st March, 2017 to be signed by the Town Mayor and Clerk.
 - (f) The date for informing the electorate of the 30 working day period during which the electors rights may be exercised commences on the 3rd July, 2017 and ends of the 11th August, 2016.
 - (g) To table a copy of a Three Year Forecast for all members.
 - (h) To table a copy of the Cost of running local services.
 - (i) To confirm the following Earmarked Reserves from the General Reserve Account for the forthcoming year: Town Hall Roof/New Entrance Foyer - £40,000.00. Main Hall Ventilation/sound proofing/heating/water system - £25,000.00. Main Hall Floor Re-vanishing - £3,000.00. Ring fence £1,375.00 income from the Cottage, Mereside towards any maintenance costs. Ring fence £750.00 received from CCTV Bid towards the maintenance costs.
16. Environmental Maintenance Grant Programme, Shropshire Council. To receive a report.
17. Finance:
(a) Payments for April, 2017 to be approved and confirmed. (Attached).
18. Armed Forces Day. Saturday, 24th July, 2017 (9.50am) Ellesmere Town Hall.
19. Date of next meeting – Monday, 3rd July, 2017.
20. Exclusion of Press and Public. To resolve "That by the Public Bodies (Admission to Meetings) Act 1960 and under Section 100 (A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting for the following items of business on the grounds they involve the likely disclosure of exempt information as defined in the Acts". Exempt Minutes will be kept.
21. To approve and confirm the exempt minutes from the meetings held on: Wednesday, 10th May, 2017. (Minutes will be tabled).
22. Boathouse Contract. To receive a report.
23. Assistant Clerk – Return to Flexible Work Request. To receive update.