ELLESMERE TOWN COUNCIL

Miss Joanne Butterworth
Town Clerk & RFO
1-3 Willow Street
Ellesmere
Shropshire
SY12 0AL

Tel: 01691 622689
Email:jo.butterworth@ellesmere-tc.gov.uk

Date: 3rd June 2021

Dear Councillors,

You are summoned to attend a meeting of Ellesmere Town Council to be held **on Thursday, 10th June, 2021 at 7.15 pm** at Ellesmere Town Hall, for the transaction of business as set out in the Agenda below.

Yours sincerely,

Joanne Butterworth
Town Clerk and Responsible Finance Officer

MEMBERS OF THE PUBLIC AND PRESS ARE VERY WELCOME TO ATTEND.

Public Participation Session. A period of 10 minutes will be granted for Ellesmere Urban residents to make representations, answer questions, and give evidence in respect of the business on the agenda as per section 3 of the Town Council's Standing Orders, or raise matters for a future agenda.

AGENDA

06/21/01 **To receive apologies and reasons for absence**.

06/21/02 **Disclosure of Personal and Prejudicial Interests**. 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.

Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a Disclosable Pecuniary Interest, whether or not the Interest is entered in the register of members' interests maintained by the Monitoring Officer.

06/21/03 **Grant Dispensations**. In pursuance of the Localism Act 1972 s31 (4) to report on any dispensations requested/granted.

06/21/04 **Police Matters**.
To receive a report from PC Crump

06/21/05 **Minutes**. To read and confirm the minutes of the Annual Town Council Meeting held on Thursday 13th May 2021. View draft minutes.

06/21/06 **Progress report.** To note actions taken since the last meeting (to follow).

06/21/07 **Planning**

(a) Planning Applications for consideration:
No applications had been received at the time of issuing the agenda.

(b) Planning Decisions (for information only)

Reference: 21/01571/FUL View Application
Address: 2 Cambridge Court, Ellesmere, SY12 0FN
Proposal: Erection of a single storey side extension
Decision: Grant Permission.

06/21/08 **Finance/Contracts.**

(a)Town Council Payments for March 2021. To be approved.

(b) Town Council Payments for April 2021. To be approved.

(c) Town Council Receipts/Payments/Income & Expenditure reports for final quarter 2020/2021. To be approved.

(d) Cemetery Working Group Payments for March 2021. To be approved.

(e) Cemetery Working Group Payments for April 2021. To be approved.

(f) Cemetery Working Group Receipts/Payments/Income & Expenditure reports for final quarter 2020/2021. To be approved.

06/21/09 **Town Council Insurance**. To receive a report.

06/21/10 **Annual Governance and Accountability Return (AGAR) for the year ended 31st March 2021, Part 3.**

(a) Section 1 Annual Governance Statement 2019/20. Town Council to answer questions 1-9.
(b) Section 2 Accounting Statements 2020/21. To approve.
(c) To note that the Internal Audit was completed on Tuesday, 1st June 2021 and note contents of year-end report. Section "Annual Internal Audit Report 2020/21 completed by the Internal Auditor.
(d) The Mayor and Clerk sign and date the AGAR and Supporting Statement for submission with the relevant papers to external auditors PKF Littlejohn.
(e) Balance sheet and supporting statement as at 31st March 2021 to be signed by the Town Mayor and Clerk.
(f) Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return for year ended 31st March 2021. Monday 14h June 2021 – Friday 23rd July 2021.
(g) Three Year Forecast. To be approved.

(h) Cost of running local services. To note.

(i) To confirm the following Earmarked Reserves from the General Reserve Account for the forthcoming year:

Ear Marked Reserve	**Amount**
Town Hall Capital Reserve	£65,000
Election Costs	£4,500
Neighbourhood Fund 2016/2017	£1,329.43
Neighbourhood Fund 2017/2018	£3,702
Neighbourhood Fund 2019/2020	£12,385.19
Neighbourhood Fund 2020/21	£11, 416.32
Town Hall Lobby	£30,000
CCTV	£5,000
Town Hall WC Water Damage	£700
60% CWG Cash Assets	£34,104.20

06/21/11 **Cemetery Working Group.** To consider a recommendation to appoint an advisory member to the Committee.

06/21/12 **Correspondence**.

(a) **Ellesmere Swimming Pool.** To receive a report regarding Ellesmere Swimming Pool.
(b) **Ellesmere Cricket Club.** Information on a future project.

06/21/13 **Ellesmere Market Charter 800th Anniversary Event.** To approve the Town Council taking the lead in organising the event planned on the 10thJuly 2021.

06/21/14 **The Queen's Green Canopy.** To consider if the council would like to take part in the initiative.

06/21/15 **Armed Forces Day – Saturday 26th June 2021, 9.50am assembly (invitation only). Due to Covid, Town Mayor Councillor Paul Goulbourne will represent the Town Council at the 10am Flag raising.**

06/21/16 **Future Agenda Items.** To receive any items to be included on the next agenda. Please note that discussion on the items can not take place at this meeting.

06/21/17 **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 item of business on the grounds it may involve the likely disclosure of confidential information as defined in the Acts".

06/21/18 **Town Hall Staffing.** To receive a report on candidates for current vacancies.

06/21/19 **Planning Enforcement Case.** To receive a confidential report.

06/21/20 **Honorary Freeman/Woman 2021**. To receive nominations.