ELLESMERE TOWN COUNCIL

Miss Joanne Butterworth
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Date: 27th May 2022

Dear Councillors,

You are summoned to attend a meeting of Ellesmere Town Council to be held **on Monday 6th June 2022 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 members of the public 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

06/22/01 **To receive apologies and reasons for absence**.

06/22/02 **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.

06/22/03 **Grant Dispensations**. In pursuance of the Localism Act 1972 s31 (4) to report on any dispensations requested/granted.

06/22/04 **Police Matters**.
(a) To receive a verbal report from Inspector Greenaway of West Mercia Police.

06/22/05 **Minutes**.
(a) To read and confirm the minutes of the Town Council meeting held on Thursday 5th May 2022. View draft minutes.

(b) To read and note the minutes of the Staffing and Governance Sub-committee meeting held on Monday 23rd May 2022.

(c) To read and note the minutes of the Planning and Infrastructure meeting held on Monday 23rd May 2022. View draft minutes.

06/22/06 **Progress report.** To note actions taken since the last meeting. **If you have any queries or questions on this progress report, please contact the Clerk prior to the meeting.**

06/22/07 **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: 22/00384/FUL (validated: 26/01/2022)
Address: Kilry, Elson Road, Ellesmere, Shropshire, SY12 9EU
Proposal: Erection of single storey side extension and two storey rear extension, internal and roof alterations
Decision: Grant Permission.

Reference: 22/00824/FUL
Address: Barn Adj to Rose Cottage, The Cross, Ellesmere, Shropshire, SY12 9DN
Proposal: Conversion of barn to a dwelling with change of use of land to residential, alterations to vehicular access, creation of private amenity area, parking area and installation of a private treatment plant
Decision: Grant Permission.

06/22/08 **Finance/Contracts.**

(a)Town Council Payments for April 2022. To be approved. To follow.

(b) Town Council Receipts/Payments/Income & Expenditure reports for final quarter 2021/2022. To be approved. To Follow.
(e) Cemetery Working Group Payments for April 2022. To be approved. To follow

(f) Cemetery Working Group Receipts/Payments/Income & Expenditure reports for final quarter 2021/2022. To be approved.

06/21/09 **Annual Governance and Accountability Return (AGAR) for the year ended 31st March 2022, Part 3.**

(a) Section 1 Annual Governance Statement 2021/2022. Town Council to answer questions 1-9.
(b) Section 2 Accounting Statements 2021/2022. To approve.
(c) To note that the Internal Audit has been completed and note contents of year-end report. Section "Annual Internal Audit Report 2021/22 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 2022 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 2022. Monday 13th June 2022 – Friday 22nd July 2022.
(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
Neighbourhood Fund 2021/22	£19,692
Town Hall Lobby	£30,000
CCTV	£5,000
60% CWG Cash Assets	£27,689.24

06/22/10 **Community Governance Review.** To discuss counterproposal from Ellesmere Rural Parish Council on the ERPC & Ellesmere Urban boundary.

06/22/11 **Shropshire Verges Project.** To consider whether the Town Council would like to participate in this project. If so, to appoint a working group. View Leaflet.

06/22/12 **Councillor Recruitment Drive.** To discuss ideas.

06/22/13 **Parking Issues at the Mereside.** To discuss.

06/21/14 **Correspondence**.

(a) 2nd Ellesmere Brownies. To receive thanks for grant funding.
(b) Shropshire Council Library Service – Ellesmere. To receive thanks for grant funding.
(c) Arriva Bus Service. To consider correspondence from a local resident.
(d) Memorial Bench Requests. To note that we have received 2 requests for memorial benches and that the Clerk is looking a creating a policy to deal with this.

(d) **Shropshire Council Customer Services Bus.** To note the times and dates the bus will be visiting.

	Date	**Location**	
Thursday	**09-Jun**	**Ellesmere**	**Cross St car Park**
Thursday	**07-Jul**	**Ellesmere**	**Cross St car Park**
Thursday	**04-Aug**	**Ellesmere**	**Cross St car Park**

06/22/15 **Future Agenda Items.** To receive any items to be considered for a future agenda.
Please note that discussion on the items cannot take place at this meeting.

06/22/16 **Future Meeting Dates.**
Ellesmere Town Council – Monday 4th July 2022 at 7.15pm.

06/22/17 **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 involves the likely disclosure of confidential information as defined in the Acts".

06/22/18 **Confidential Business Report.**
(a) To read and confirm the confidential minutes of the Town Council meeting held on Monday 11th April 2022.

06/22/19 **Planning Enforcement Case.** To receive a confidential report.