



NEWPORT (Shropshire) TOWN COUNCIL

Ref: LJ/sfa

6 May 2010

Dear Sir / Madam

I hereby give you notice that the **ANNUAL MEETING** of the **TOWN COUNCIL** will be held at **7.15 p.m.** on **WEDNESDAY 12 MAY 2010** at **The Guildhall, High Street, Newport.**

Your attendance is requested.

Yours faithfully

L. S. Jakeman
Town Clerk

A G E N D A

1. To receive apologies for absence.
2. To receive Declarations of Interest.
3. To elect the Town Mayor to serve for the municipal year 2010/2011.

Notes on voting:

- a. Standing Order No. 9 provides that voting shall be by a show of hands, or, if two or more members so request, by signed ballot.
- b. Standing Order No. 38 provides that where more than two persons have been nominated for any position to be filled by the Council and of the votes given there is not an absolute majority in favour of one person, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken, and so on until a majority of votes is given in favour of one person.
4. The duly elected Town Mayor will make a Declaration of Acceptance of Office and chair the remainder of the meeting.
5. To elect the Deputy Town Mayor to serve for the Municipal Year 2010/2011 (see notes on voting at Item 3).

6. a. To appoint 5 members to each of the Town Council's Standing Committees as follows:
 1. Community Safety
 2. Leisure & Environmental Services
 3. Planning & Economic Development
- b. To appoint 3 further members to Town Council's Staffing Committees.

Note: The Town Mayor and Deputy Town Mayor are by their appointments ex-officio members of all committees.

7. To appoint representatives to serve on the following bodies for the municipal year 2010/2011:
 - a. **Wrekin Area Committee (of SALC)**
2 members
 - b. **Police Community Consultative Committee**
1 member
 - c. **Wrekin & District Sports Advisory Committee**
2 members
 - d. **Citizens Advice Bureau**
1 member
 - e. **Newport Regeneration Partnership**
to 2 members
 - f. **Newport Youth Cafe**
1 member
 - g. **Newport Cottage Care Centre Management Ctm.**
1 member
 - h. **Cosy Hall Management Committee**
1 member
 - j. **Telford & Wrekin Voluntary & Community Forum**
1 Member
 - k. **Burton Borough Sports Hall & Studio Management Group**
1 Member
 - n. **Rural Transport User Group**
1 Member
8. To vote to suspend the meeting for up to 30 minutes to take public questions.
9. To receive announcements. A copy of the Town Mayor's engagements for April and May – is **attached**.

10. To confirm the Minutes of the meeting held on 14 April 2010 - **copy attached.**
11. To consider matters arising from the Minutes.

To consider matters as itemised under the following headings:-

12. FINANCE

- a. To ratify the Finance Report for April - copy **attached.**

b. Bank Reconciliation

To confirm that the balances presented in the March 2010 finance statement have been reconciled against the Bank Statements by a councillor prior to the meeting.

c. Members Allowances

Members are required to confirm their intention to claim Annual Allowance.

d. Thank You Letters

To note Letters of Thanks for Grants previously awarded by the Town Council received from :

- (1) St. George's Day Committee
- (2) Heart of England in Bloom Committee (HIEB)
- (3) Old Tyme Market (18th June 2010)

e. The Friends of St. Nicholas Church

To authorise payment for renewal of subscription to the Friends of St. Nicholas Church, copy **attached.**
£20 was included in the 2010/11 budget.

13. EU MATTERS

14. NATIONAL / REGIONAL MATTERS

Newport Postal Sorting Office

To note further correspondence between the Town Council and Royal Mail, regarding the situation with Newport Sorting office – previously circulated.

15. TELFORD & WREKIN COUNCIL (TWC) AREA MATTERS

Nil

16. COMMUNITY SAFETY

a. Community Safety Committee Meeting – Minutes

To note the unsigned Minutes of a Community Safety Committee Meeting held on 21 April 2010 – copy **attached**.

17. LEISURE & ENVIRONMENTAL SERVICES

Nil

18. RESOURCES & ADMINISTRATION

a. Routine Correspondence

To note the list of routine correspondence received during April 2010 - copy **attached** (folder will be available to view on the evening).

b. Meeting Dates

To note the Meeting Dates for the current Municipal Year approved at the Town Council meeting held on 10 February 2010 – copy **attached**.

19. TOWN PLANNING & ECONOMIC DEVELOPMENT

a. Planning & Economic Development Committee Meeting-Minutes.

To note the unsigned Minutes of a meeting held on 14 April 2010 - previously circulated.

20. b. Regeneration Partnership

To note the Minutes of a Regeneration Partnership Meeting held on Tuesday 13 April 2010 – to be tabled.

21. SHROPSHIRE ASSOCIATION / NATIONAL ASSOCIATION OF LOCAL COUNCILS (SALC / NALC)

22. EXCLUSION OF PRESS & PUBLIC

To consider a resolution “that in view of the special nature of the business about to be conducted, that is Staffing Issues, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw”.

Distribution to:

All Town Councillors:

(Ashley, Carter, Forrester, Gratton, Meredith, Nelson, Norton, Scott, Scammell, Stanton, Unwin, Walker).

Mark Pritchard – MP
Sgt. Chris Munro
The Library
The Newport Advertiser
The Shropshire Star
Nova News (e-mail)