



NEWPORT (Shropshire) TOWN COUNCIL

Ref: LJ / wg/sfa

2 September 2010

Dear Sir / Madam

I hereby give you notice that there will be a meeting of the **TOWN COUNCIL** at **7.15 p.m.** on **WEDNESDAY 8 SEPTEMBER 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 vote to suspend the meeting for up to 30 minutes to take public questions.
4. To receive announcements.
A copy of the Town Mayor & Deputy Town Mayors engagements is **attached**.

The Guildhall will be holding a Heritage Open Day on Saturday 11th September 2010 between 10.00 am and 3.30 p.m. The History Society are providing guided tours and displaying local 'finds'.

Members are reminded that the Newport in Bloom presentation evening will be held at Cosy Hall on Friday 17th September 7.00 p.m. with Marcus Chilton-Jones from Dorothy Clive Gardens as the guest speaker.

5. To confirm the Minutes of the meetings held on 14 July & 28 July 2010 - **copy attached**.

6. To consider matters arising from the Minutes.

To consider matters as itemised under the following headings:-

7. FINANCE

a. Finance Report

To ratify the Finance Reports for July & August 2010 and approve any payment made - copy **attached**.

b. Bank Reconciliation

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

c. Grants

Members should note the Legal Topic Note 31 relating to Section 137 Grants from NALC issued July 2010, **copy attached**.

Details of applications for grants requested from the Town Council are **attached**. There is £5000 Available in Section 137 General Grants, £2000 available in Section 19 grants and £1500 available in Youth Grants.

Applications received after the issue of this Agenda may be tabled.

d. Thank You Letters

To note a Letters of Acknowledgement of subscription to the Friends of St. Nicholas Church previously awarded by the Town Council.

8. RESOURCES & ADMINISTRATION

a. Review of Standing Orders.

A 2nd Draft of standing orders has been circulated to members of the Working Group for consideration.

b. HM the Queen's Diamond Jubilee (2012)

Correspondence has been received from the Lord Lieutenant of Shropshire requesting initial suggestions for HM the Queen's Diamond Jubilee celebrations planned for 2 – 5th June 2012 – **copy attached**. Members should consider possibilities and advise the Clerk (prior to the October Town Council meeting) of an outline of any suggestions for celebrating the occasion.

c. Routine Correspondence

To note the list of routine correspondence received during July & August 2010 -copy **attached**.

9. TOWN PLANNING & ECONOMIC DEVELOPMENT

a. Planning & Economic Development Committee Meeting - Minutes.

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

b. Regeneration Partnership

i. To receive any update from Town Council representatives and the Clerk.

ii. To note the Minutes of a meeting held on 13 July 2010 – copy **attached**.

iii. To consider a proposal by Councillor Norton that “We inform Telford & Wrekin Council that we would wish to keep the granite sets surrounding the butter cross as they are”

c. Post Office Closure

To note correspondence received from the Royal Mail regarding the Closure of the Newport Delivery office– previously circulated. The Clerk has contacted the Royal Mail and they are in the process of arranging a suitable date to meet.

10. ASSOCIATION / NATIONAL ASSOCIATION OF LOCAL COUNCILS (ALC / NALC)

a. Local (Parish and Town) Council Elections 2011

To note correspondence from NALC to the Cabinet Office, registering their objection to any delay in the local elections of 2011, copy **attached**.

b. Legal Briefing LO7-10

To note the Legal Briefing LO7-10 The Independence of Parish Councils' Internal Audit – copy **attached**. Cllrs should be aware that we have recently appointed a new Internal Auditor which in the opinion of the Clerk satisfies the requirement.

c. Local Council Referendums to Veto Excessive Council Tax Increases,

The Department of Communities and Local Government recently issued a consultation document on the subject (**copy attached**). The Local Association of Information Services (LIAS) have produced a brief on the topic (**copy attached**). NALC have provided an initial response on behalf of Parish and Town Councils (**copy attached**). Members should digest the contents of the attachments.

d. Wrekin Area Committee of ALC

To note the minutes of the Annual General Meeting held on Tuesday 6 July 2010 **copy attached**. (Cllrs Scammell and Unwin are the NTC representatives).

e. Training Courses

ALC have advised that the following training courses for councillors are available:

Law and Procedures, Tue 21 Sep, 7pm to 9pm.

Budget and Precept Setting, Tue 28 Sep, 5.30pm to 7.30 pm.

Both to be held at Shirehall.

Members should consider whether they would wish to attend, further details are **attached**.

11. EU MATTERS

Nil

12. NATIONAL / REGIONAL MATTERS

Nil

13. TELFORD & WREKIN COUNCIL

a. Local Boundary / Parish Signs

Telford & Wrekin Council (TWC) are seeking the views of local Town and Parish councils before implementing a project to rationalise boundary signage across the Borough. Correspondence from TWC is **attached** and the Town Council's view is required by 10 September 2010.

b. Food Waste Trial

TWC are implementing a food waste trial from households in late September. A number of Roads within Newport will be taking part in the Trial. Correspondence providing initial detail is **attached**.

c. Delegation of Responsibility for Service Provision/Enhancement of Services

TWC are enquiring whether Town and Parish Councils would wish to consider increasing the services that they provide, which are currently the function of the Unitary Authority. The correspondence **attached** provides an introduction to the idea and seeks the thoughts of local Councils.

14. COMMUNITY SAFETY

a. Partners & Communities Together (PACT)

The next meeting of PACT will be held on Wednesday 15 September 2010 at 7.00 pm. in the cafeteria of Waitrose.

An information/fact sheet from the internet explaining the role of PACT is **attached** for Members information.

15. LEISURE & ENVIRONMENTAL SERVICES

a. Cemetery Extension Works

To receive any updates regarding the works in the cemetery.
Town Clerk to brief.

16. EXCLUSION OF PRESS & PUBLIC

To consider a resolution "that in view of the special nature of the business about to be conducted, (that is consideration of Staffing Appointment) 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, Scammell, Scott, Stanton, Unwin, Walker).

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