



BROMYARD & WINSLOW TOWN COUNCIL
Council Offices
The Old Vicarage
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Bromyard
HR7 4DU
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Karen Mitchell
TOWN CLERK

AGENDA
C19/186 - C19/192

Wednesday 18th September, 2019

Dear Councillor,

You are summoned to attend
an Extraordinary Meeting of the Town Council
to be held on
Monday 23rd September 2019 at 7:30pm
in the Council Chamber, Council Offices, Bromyard.

Yours sincerely,

Karen Mitchell
Town Clerk

Clr Page (Chairman), Clr Brunson (Vice Chairman) Cllrs Aldridge, Andrews, Churchill, Clark, Cooper, Davies,
Dr D Dunne-Thomas, Franklin, James, Martin, Lester, Pettitt and A Weaver.

A HARD COPY OF THE AGENDA AND ANY ASSOCIATED PAPERWORK WILL BE FOUND IN YOUR PIGEONHOLE. THESE NEED TO BE BROUGHT TO THE MEETING, NO DUPLICATES WILL BE ISSUED

FILMING AND RECORDING OF COUNCIL MEETINGS

Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner. Whilst those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998. Any member of the public who objects to being filmed or recorded should notify the Clerk or Chairman prior to the commencement of the meeting.

Fire Procedure**AGENDA****C19/186 Apologies**

Schedule 12 of the Local Government Act 1972 requires that a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded.

C19/187 Declarations of Interest and written requests for dispensation.

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Bromyard and Winslow Town Council Code of Conduct for Members and by the Localism Act 2011.

Note: Members should leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest.

Requests for dispensations must be in writing, addressed to the Town Clerk and received as soon as possible before the meeting.

C19/188 Exclusion of members of the public and press

Local Government Act 1972 ss 101, 102

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

C19/189 Co-option

Local Government Act 1972 s 87 (1)

To consider co-option arrangements to fill the two vacancies on Bromyard and Winslow Town Council West ward, including setting the timetable for co-option.

C19/190 Committees and Working Parties**1) Staffing Committee – Cllr Pettitt**

1. To consider the recommendations of the Staffing Committee on filling the vacancy for the Deputy Town Clerk.
2. Approval of the Terms and Conditions of employment including start date.

C19/191 External Audit 2018/19

To note that the External Auditors, PKF Littlejohn LLP have completed the review of the Annual Governance & Accountability Return (AGAR) for the year ended 31st March 2019 and have issued the External Auditor Report and Certificate. Copy herewith.

The Auditor's final report certifies that:

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR) is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

C19/192 Herefordshire Public Green Spaces Community Grant Scheme 2019/20

Herefordshire Council has advised that Town and Parish Council may submit applications for funding for the above grant by 12 noon on 25th October 2019. Circulated by email only. Please contact the office if you require a hard copy.