



Cleobury Country Centre
Cleobury Mortimer
Kidderminster
Worcs
DY14 8PE
Tel no: 01299 271154

Date: 28th January 2020

To: All Town Council members

You are summoned to attend the **TOWN COUNCIL** meeting to be held on **MONDAY 3rd February 2020, 7.00pm** at the **Cleobury Country Centre, Cleobury Mortimer**, for the transaction of business as set out in the agenda below.

The Public and Press are invited.

Yours Sincerely


Matthew Sheehan
Town Clerk

AGENDA

02.00.20 Democratic 15-minute Public Time

This provides an opportunity for members of the public to raise questions about and comment on items on the agenda. Time for this session is limited to 15 minutes (3 minutes per person).

02.01.20 Apologies for absence

02.02.20 Declaration of interests:

Disclosable Pecuniary Interests

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate, whether or not the interest is entered in the register of member's interests maintained by the Monitoring Officer.

02.03.20 To approve the Minutes of the Town Council Meeting held on Monday 6th January 2020

02.04.20 Matters arising from the minutes

Clerk's Report.

02.05.20 Councillors reports and items for future agendas

02.06.20 Unitary Council Reports (Cllr G Butler / Cllr M Shineton)

02.07.20 Financial Matters

a) Payments:

Cleobury Country – room hire - £52.50

West Mercia Energy – toilet electric (December) - £110.48

D & G Stone Services – correction work in Cemetery - £300.00

Alan Guest – cleaning Cemetery paths - £600.00

Lewis Arborcare – tree management in Cemetery & Churchyard - £2,520.00

Viking – office and toilet supplies - £264.77

Zoll Medical – defibrillator spares - £305.70

Kings Arms – refreshments for Christmas volunteers - £44.55

M Sheehan – Mileage reimbursement - £52.20

b) Section 137 Grant application

Cleobury Crime Reduction Group – Extra cameras 50% funding £3,037



02.08.20 Annual Review of Policies
To confirm annual review of Policies:

- I. Health & Safety Policy
- II. Grant Application Policy
- III. Equality & Diversity Policy
- IV. Co-option Procedures
- V. CCTV Policy
- VI. Capability Policy
- VII. Employee Handbook
- VIII. Health and Wellbeing Policy

02.09.20 Volunteer litter pick – Cllr French
Litter Picking Equipment, Agree Purchase / Grant

02.10.20 CCTV procedures – Cllr Hainsworth

02.11.20 Neighbourhood Plan – Cllr Bodenham

02.12.20 Cemetery trees – Cllr Hainsworth
To agree on purchase of a replacement tree.

02.13.20 Annual Parish Meeting – Cllr Brown

02.14.20 To confirm date of next Town Council meeting
The next Town Council meeting will be held on **Monday 2nd March 2020.**

Under section 100a (4) of the Local Government Act 1972, the public and accredited representatives of newspapers be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12a of the Act by virtue of the paragraph specified against the items.