

Town Council Meeting

Kidsgrove Town Council
Victoria Hall
Liverpool Road
Kidsgrove
Staffordshire
ST7 4EL

Tel: 01782 782254
www.kidsgrovetowncouncil.gov.uk



10th July 2020

To: **Members of Kidsgrove Town Council**

Dear Councillor,

You are summoned to attend the Meeting of Kidsgrove Town Council to be held at 7.00pm on Thursday 16th July 2020. The Meeting will take place on Zoom.

Topic: Full Council 16th July 2020
Time: Jul 16, 2020 07:00 PM London

Join Zoom Meeting
<https://zoom.us/j/97271866978?pwd=RDVTQ1FEWDhPMjNCMkg2QTdyRjR1dz09>

Meeting ID: 972 7186 6978
Password: 098420
One tap mobile
+442034815237,,97271866978#,,,,0#,,098420# United Kingdom
+442034815240,,97271866978#,,,,0#,,098420# United Kingdom

Dial by your location
+44 203 481 5237 United Kingdom
+44 203 481 5240 United Kingdom
+44 203 901 7895 United Kingdom
+44 208 080 6591 United Kingdom
+44 208 080 6592 United Kingdom
+44 330 088 5830 United Kingdom
+44 131 460 1196 United Kingdom

Meeting ID: 972 7186 6978
Password: 098420
Find your local number: <https://zoom.us/u/abeIVtOE7P>

Yours sincerely,

A handwritten signature in black ink that reads 'Sue Davies'.

Sue Davies, Town Clerk

Business to be transacted

1. To receive apologies for absence
2. To note declarations of members interests.
3. To consider and resolve to agree to requests for a 6-month leave of absence from the 16th July 2020, due to health reasons, for the following councillors:
 - a. Cllr Sandra Bowyer
 - b. Cllr Laura Dillon

In each case, the Clerk has received who she believes to be a justified reason for her to recommend that the leave is granted.

4. To resolve to approve the minutes of the Council Meeting held on the 22nd June 2020. (Circulated separately and available on the website.)
5. Public Participation: A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
6. Matters Arising - To receive updates on:
 - a. Telephone Box options
 - b. Bank mandate progression
7. To receive and note the draft minutes of Committee Meetings not previously presented to Council. (Circulated separately and available on the website.)
 - a. Finance and General Purposes Committee
 - i. Minutes of the Meeting held on Thursday 2nd July 2020.
 - ii. Draft minutes of the Meeting held on Thursday 9th July 2020. *
 - b. Environment and Allotments Committee
 - i. Draft minutes of the meeting held on the 13th July 2020. **
 - c. Events and Community Committee
 - i. Draft Minutes of the meeting of the 6th July 2020. *
 - d. Staffing Committee
 - i. Minutes of the Meeting of the 20th January 2020 *

* Available from Monday 13th July

** Available from Tuesday 14th July

7. To resolve to agree a provisional schedule of meetings, to be held using Zoom, for the 2020-21 Civic year. (Circulated separately)
8. Policies: (Circulated separately)
 - a. To consider and approve the Standing Orders dated July 2020, as recommended by the Finance and General Purposes Committee, subject to any agreed changes.
 - b. To consider and approve the Financial Regulations dated June 2020, as recommended by the Finance and General Purposes Committee, subject to any agreed changes.

- c. To consider and approve the Management Plan (Standing Order Addendum), as recommended by the Finance and General Purposes Committee, subject to any agreed changes. Note the management plan includes committee Terms of Reference.
 - d. To consider and approve the Council's Social Media and Press/Media Policy, as recommended by the Finance and General Purposes Committee, subject to any agreed changes.
 - e. To consider and approve a reserves policy subject to any agreed changes.
 - f. To consider and approve a co-option policy and applications form, as recommended by the Finance and General Purposes Committee.
9. To consider the co-option process of a Councillor to fill the vacancy and to agree a timescale for advertising and interviewing.
10. Finance: (Circulated separately)
- a. To receive schedules of payments since the Finance and General Purposes Committee meeting of the 2nd July 2020.
 - b. To receive the end of year accounts 2020-2021 from the RFO.
 - c. To receive bank reconciliations, statement of accounts and a budget report dated 30th June 2020.
 - d. To consider and approve budgetary changes proposed by the RFO.
11. Email/IT provision: To consider quotes received and to approve the recommendation of Finance and General Purposes Committee, or otherwise, regarding the future provision of email and IT services for the Council. (Report circulated separately.)
12. To receive any feedback from NULBC and Staffordshire County Council and also the Town Council's representatives on other bodies:
- a. Staffordshire County Council (Cllrs Burnett and Robinson)
 - b. NULBC
 - c. Kidsgrove LAP (Cllr J Waring)
 - d. Talke and Butt Lane LAP (Cllr K Robinson)
 - e. Town Deal Board (Cllr Robinson)
 - f. SPCA (Cllr S Burgess)
 - g. Kidsgrove Rotary (Cllr Dickens)
 - h. Royal British Legion (Cllr Dymond)
 - i. Go Kidsgrove
13. To receive any information items from the Mayor or the Clerk including any correspondence received by the Council.
- 14. To agree the date and time of the next meeting.**