



## Stow on the Wold Town Council

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**Clerk & RFO - Heather Siphthorp**

**To:** Cllrs: A White (Chairman), J Scarsbrook (Deputy chair), S Clarke, V Davies, M Curtis, M Deacon, M Moseley, J Davies & A Clayton

You are hereby summoned to the **MONTHLY COUNCIL MEETING** to be held **THURSDAY 28<sup>TH</sup> JANUARY 2021 AT 8.00 PM** for the purposes of transacting the following business and will be held virtually using ZOOM<sup>1</sup>.

Members of the public/press who wish to join the meeting can do so by using the link  
<https://us02web.zoom.us/j/84858423485?pwd=TKNZMW9TWUw2eE1WRWhiT2VqeDFJZz09>  
Meeting ID: 848 5842 3485 Passcode: 349400

Heather Siphthorp  
Clerk & RFO of the Council

**Dated:** 19<sup>th</sup> January 2021

## A G E N D A

1. Apologies for absence
2. Declarations of interests on items on the agenda
3. Minutes – to sign as a correct record the minutes of council meeting held on 17<sup>th</sup> December 2020
4. Questions from members of the public\*
5. Chairman's announcements
6. Clerk's report and matters arising from minutes of council meeting held on 17<sup>th</sup> December 2020
7. To co opt Ms Elizabeth Bell & Mrs Mary Worker onto council to fill two casual vacancies and signing of Acceptance of Office
8. To elect a member of council to sit on the Board of Community Land Trust to represent the council
9. To review and adopt proposed budget for new financial year effective 1<sup>st</sup> April 2021 as recommended by the Finance and general purpose committee
10. To set the precept for new financial year effective 1<sup>st</sup> April 2021
11. To report, review and adopt report on actual income/expenditure against budget to 31<sup>st</sup> December 2020
12. To review and adopt amended Risk Management Policy document as recommended by the Finance & general purpose committee
13. Report from County Cllr Nigel Moor, Cotswold Division - Stow on the Wold
14. Report from Ward District Cllr Dilys Neill
15. Police Report
16. To review, amend if appropriate and adopt Council Grant Awarding Policy document
17. To review and adopt amended council Financial Regulations
18. To receive brief reports from the Chairman of each of the following committees:-
  - a) **Burial Board**
  - b) **Finance & General Purpose Committee**

<sup>1</sup> The Local Authorities & Police & Crime Panels (Coronavirus) (Flexibility of Local Authority & Police & Crime Panel Meetings) (England & Wales) Regulations

**\*Public participation** (up to 15 minutes) – If you wish to speak about any concerns you wish to draw to the Council's attention, you may speak for up to 3 minutes, when directed to do so by the Chairman.

Rules dictate that members of the public may not take part in the Town Council Meeting unless invited to do so by the Chairman and that Councillors can only make decisions on items included on the Agenda.

- i) To approve bank reconciliation to 31<sup>st</sup> December 2020
- ii) To report balances in Lloyds fixed bond & CCLA account as at 31<sup>st</sup> December 2020
- iii) To approve expenditure for January 2021
- iv) To approve expenditure for clerk to attend refresher training sessions organised by ICCM on Granting, Exercising and Transferring Exclusive Right of Burial at a cost of £135 + VAT via Zoom in May 2021
- v) To approve expenditure for website hosting and support for staff for 12 months including support for members and staff in setting up their new email accounts on their PC, laptop and phones at a cost of £29.00 + VAT per month payable to BWP Creative Limited
- vi) To approve expenditure for clerk to attend Virtual Regional Training Seminar organised by SLCC on 25<sup>th</sup> March 2021 at a cost of £45.00 + VAT
- vii) To approve Finance & general purpose committee's recommendation that when the Council's Fixed Bond matures in February 2021 that a new one should be taken out but the amount be increased from £35,000 to £50,000

**c) Parks & Square Committee**

**d) Planning, Traffic & Parking Committee**

**e) Neighbourhood Development Plan Steering Group (NPSG)**

- 19. Report by any members who have had a meeting or attended any event on behalf of council
- 20. To resolve to go into private session and to exclude the public and press under Public Bodies (Admission to Meetings) Act 1960 to discuss the NPSG's presentation on Site Allocation Options and to gain council approval on the way forward
- 21. Date of next meeting – Thursday 25<sup>th</sup> February 2021 via ZOOM at 8.00 pm
- 22. Meeting closed.

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