



Stow on the Wold Town Council

Stow Youth Centre, Fosseyway, Stow on the Wold GL54 1DW
Email: info@stowonthewold-tc.gov.uk Tel: 01451 832 585

Clerk & RFO – TBC

To: Cllrs: B Eddolls (Chairman), J Scarsbrook (Vice Chairman), S Clarke, J Davies, V Davies,
V Goddard, M Stracey, J Piper, A Tighe, A White & S Woods

You are hereby summoned to the **MONTHLY COUNCIL MEETING** to be held on **THURSDAY 30th MAY 2024 AT 7.00 PM**, at **STOW YOUTH CENTRE**, Fosseyway, Stow on the Wold, Gloucestershire GL54 1DW for the purposes of transacting the following business

Issued by:
E Sajewicz, Deputy Clerk
23rd May 2024

A G E N D A

1. (a) To elect a Chairman to hold office until May 2025
(b) For newly elected Chairman to sign Declaration of Acceptance of Office
2. (a) To elect a Deputy Chairman to hold office until May 2025
(b) For newly elected Deputy Chairman to sign Declaration of Acceptance of Office
3. Apologies for absence
4. Declarations of interests on items on the Agenda
5. Chairman's announcements
6. Questions from members of the public*
7. To appoint members to Council Committees
8. To appoint members to represent the Council on the following outside bodies:
 - Neighbourhood Plan Steering Group
 - a) To appoint four Council representatives
 - b) To elect a Chairman until May 2025
 - Cllr Dilys Neill's Stow Fair briefing meetings
 - Stow Fair Safety Advisory Group meetings
 - Trustee of St Edward's Hall
 - Trustees of Stow on the Wold Almshouse Charity (4)
 - Liaison with Gloucestershire Market Towns Forum
 - Stow Social Club Committee
 - Stow Community Land Trust Board Member
 - Snow Warden
 - Climate Emergency Working Party
9. Minutes - to sign as a correct record the minutes of Council Meeting held on 25th April 2024

***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.

10. Clerk's report and matters arising from minutes of Council Meeting held on 25th April 2024
11. Police Report
12. Report from County Cllr Mark MacKenzie-Charrington, Cotswold Division
13. Report from Ward District Cllr Dilys Neill
14. To receive an update on the Community Land Trust from Nigel Moor, Chairman of Trustees
15. To note that Council has been awarded £1,500 from the Tesco Stronger Starts tokens scheme that ran earlier this year, to be put towards the cost of renewing and extending the paved area outside the cricket pavilion
16. To note that Council will receive £323 proceeds from Horse Fair parking on King George's Field
17. To request that any Horse Fair related issues that are not Police matters be reported to the deputy clerk so they can be collated for raising with the agencies concerned
18. To review and approve regular direct debit payments for year ending 31st March 2025
19. To review and adopt Council Supporting Statement for year ended 31st March 2024 including Asset Register
20. To review and approve the following documentation all in relation to year ended 31st March 2024:
 - i) Income & expenditure account
 - ii) Bank, cash and investment reconciliation
 - iii) To review and approve the explanation of variances of +/- 15% compared to previous financial year
 - iv) Balance sheet which when approved to be signed by the Chairman and Responsible Financial Officer
21. To confirm and approve Annual Internal Audit report for 2023/2024
22. To confirm and approve Section 1 – Annual governance statement for 2023/2024
23. To confirm and approve Section 2 – Accounting statements 2023/2024
24. To note that the period for the Exercise of Public Rights for accounts for year ending 31st March 2024 will commence on 1st July and end on 9th August 2024
25. To approve bank reconciliation to 1st May 2024
26. To report balance held in CCLA account to 30th April 2024
27. To approve expenditure to date for May 2024
28. To confirm if Council wishes to appoint Mrs B C Bowen to carry out independent internal audit consisting of two mid year and a year end reviews at a cost of £750 for current financial year ending 31st March 2025
29. To receive brief reports from the Chairman of each of the following Committees:
 - a) Burial Board
 - b) Finance & General Purpose Committee
 - c) Parks & Square Committee
 - d) Planning, Traffic & Parking Committee
 - e) Staffing Committee
 - f) Neighbourhood Development Plan Steering Group
30. Report by any members who have had a meeting or attended any event on behalf of Council.
31. Date of next meeting – Thursday 27th June 2024 at 7.00 pm in Stow Youth Centre
32. Meeting closed

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