

# WOTTON-UNDER-EDGE TOWN COUNCIL



**Councillors - You are summoned to attend a remote meeting of the Town Council by Zoom on Monday 21<sup>st</sup> September 2020 at 7pm**

*This meeting will be held on-line using "Zoom" software. **Public are Welcome** to attend this remote meeting and must advise the Clerk of any questions in advance of the meeting.*

*Zoom meeting co ordinates*

***<https://us04web.zoom.us/j/77333391062?pwd=bGxNWWhFuTURHOGg5YmRWSE9SdC82QT09>***

***Meeting ID: 773 3339 1062 Passcode: ORCdUv***

*J. Bailey Town Clerk, 15<sup>th</sup> September 2020*

## AGENDA

1. To receive **Apologies** for absence
2. To receive **Declarations of Interest/Dispensations** now or as soon as known.
3. **Public Forum**
4. To receive reports from **County Councillor and District Councillor**
5. **Minutes of the Council Meeting** of 17<sup>th</sup> August 2020- to approve these Minutes.
6. **Chairman's Announcements** - To receive report from the Chairman.
  
7. **Accounts**
  - a) To ratify quote for SITM August remedial works to staff email accounts (work now done)
  - b) To Authorise ILCA course for new assistant clerk for £99 plus vat (Intro to Local Council Administration is a Level 2, online sector specific learning tool for new officers)
  - c) To approve Clerk's attendance at SLCC 'Virtual' National Conference, 12-16 October at a cost of £25 plus VAT. The SLCC annual national conference usually costs about £250 per person.
  - d) To consider grant application from Wotton Rovers Youth Football Club.\*
  - e) Budget 2020/21 – To note report\*
  - f) To approve September accounts for payment\*
8. **Marchesi Walk Poplar Tree** – To review current situation and approve way forward.\*
9. **Knapp Field Tree Planting** – To discuss maintenance issues, hedge boundaries and future implications of the site before trees become established.\*
10. **Cemetery** – To note an exhumation is taking place later this month (we previously objected to but were overruled by Diocese permission to applicant)
11. **Good Deeds Section: Thanks to Volunteers** – To acknowledge recent volunteer work for the benefit of the town/community.
12. **Clerk's Report \***
13. **Correspondence**
  - a) To note email correspondence regarding inadequacy of parking in the town (*response already sent*).  
Brochures/Newsletters for information only: Countryside Voices Summer 2020;
14. **Brief reports from Councillors** - Footpaths Committee, Special Purposes Committee, Allotments Committee, Wotton Youth Partnership, Town Regeneration, Sports Foundation, Wotton Pool, Heritage Centre and any other meetings attended.
15. **Town Affairs** – very brief comments from Members or items for future agendas

**Closed Session** – confidential matters of either a legal, contractual or staffing nature

16. **NALC Pay Agreement** – To note NALC pay agreement of 2.75% backdated to April 2020 – included in September salaries as per National Agreements.
17. **Recruitment** – to receive update & ratify recruitment of new assistant clerk
18. **One Stop Shop** – To consider proposal for use of the former One Stop Shop.

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Biodiversity, Health & Safety and Human Rights. Useful Numbers*

*Highways Maintenance – Freephone 08000 514514 Highways & Streetlighting email – [highways@gloucestershire.gov.uk](mailto:highways@gloucestershire.gov.uk) Non-urgent Police calls – 101*

*Clerk to the Council: Ms S Bailey, Council Offices, Civic Centre, 2 Gloucester Street, Wotton-under-Edge, GL12 7DN Tel: 01453 843210  
Email: [clerk@wotton-under-edge.com](mailto:clerk@wotton-under-edge.com) Website: [www.wotton-under-edge.com](http://www.wotton-under-edge.com)*

*Office Hours: Monday, Wednesday, Friday 9am to 12.30pm. Wotton-under-edge Town Trust Reg Charity No.20346*

***COVID 19 – Please note council offices are currently closed to public. Please email.***