** Wotton-under-Edge Town Council

## NOTICE OF WOTTON-UNDER-EDGE TOWN COUNCIL MEETING

## MONDAY 15th NOVEMBER 2021 AT 7PM

## PUBLIC AND PRESS ARE WELCOME TO ATTEND

A meeting of the Town Council to be held on Monday 15th November 2021 at 7pm in the Coombe Suite at the Civic Centre.

Please follow the COVID arrangements of social distancing, wearing masks, and washing hands. Please note that windows will be open for fresh air and ventilation.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: the Code of Conduct and the 7 Principles of Public Life, Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime and Disorder, Health and Safety, and Human Rights

***A Durn***

Town Clerk 9th November 2021

## AGENDA

### To receive Apologies for absence

### To receive Declarations of Interest and Dispensations

### To approve Minute T.6341 of the Extra Ordinary meeting held on 1st September 2021

### To approve the Minutes of the meeting of 18th October 2021

### Public Forum (20 minutes)

Members of the public can make representations, raise questions, or submit comments

### To receive reports from County Councillor and District Councillors

### Chairman’s Announcements - to receive a report from the Chairman.

### Accounts

1. To consider and approve quote for tree work in cemetery and churchyard.
2. To note increase for unmetered electricity supplies for CCTV and Tolsey from 1st December – from 25.4p/kwh to 33.8p/kwh (33% increase).
3. To consider request for funding from Wotton Lions for 65 Christmas trees for the town
4. To consider and approve quote for the audio-visual upgrade to the Coombe Suite
5. To note receipt of SDC CIL funds for £2467.80.
6. To approve payment of £50 to RBL for the Council poppy wreath; and to agree additional donation for the supply of 15 wooden poppy crosses for war graves in the cemetery and churchyard.
7. To agree to the free use of the Town Hall for the Wotton Blues Festival in 2022/23
8. To approve the subscription of £130 for membership of the Rural Services Partnership in 2021/22
9. To agree payment of £636 for two IT monitors plus docking stations and cables
10. To review quotes and award the contract for the roof repairs of the Heritage Centre
11. Budget 2021 **–** To note report.
12. To approve November accounts for payment
13. **Health and Safety**
	1. To review the legionella audit reports and agree actions
14. **Grounds Maintenance Contract**

In view of staff shortages and time constraints, to consider whether Council wishes to request a quote to extend the existing grounds maintenance contract for a further year.

1. **To receive an update on the following and agree actions:**
	1. Highways site meeting
	2. Christmas Event Working Group
	3. Events Working Group\*

### To agree to set up a Community Speedwatch scheme

### Consultations: to agree responses

### Environmental Permitting Regs implications

### Correspondence

1. Brochures/Newsletters for information only:
	1. Invitation to The Door Annual Celebration and Awards Night on 30th November 2021
	2. Invitation to The Keepers Open Day on 9th December 2021
	3. Thank you email from Synwell Playing Fields Association for the 2021/22 grant funding

### Brief reports from Councillors

Footpaths Committee, Special Purposes Committee, Allotments Committee, Wotton Youth Partnership, Wotton Area Climate Action Network, Town Regeneration, Sports Foundation, Wotton Pool, Heritage Centre, and any other meetings attended.

### EXEMPT ITEMS: Prior to consideration of the following agenda items, councillors are invited to pass the following resolution: Pursuant to the provisions of the Public Bodies (admissions to Meetings) Act 1960 (as extended by S100 of the Local Government Act 1972), the Press and Public be excluded from the meeting for the following items of business on the grounds that its consideration would involve the disclosure of exempt information

1. To discuss the request for acquisition of land and agree actions
2. To receive an update on anti-social behaviour in the town
3. To receive the Clerk’s report and agree actions

*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* *Non-urgent Police calls – 101*

***Clerk to the Council*** *Ms A Durn Council Offices, Civic Centre, 2 Gloucester Street, Wotton-under-Edge, GL12 7DN* ***Tel: 01453 843210*** *Email:****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.203466*