



**TOWN COUNCIL OFFICES
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SHEPTON MALLET
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Members of the public and press are entitled to attend the following meeting in accordance with s.1 of the Public Bodies (Admission to Meeting) Act 1960, as amended by S.100 of the Local Government Act 1972, unless the Committee, by resolution, enters confidential session when the public are lawfully excluded.

During the public participation period held immediately prior to the agenda, members of the public are welcome to speak on any matter relevant to the Committee as long as they have given prior notice of the subject matter to the Town Clerk. However, if that matter is not included in the agenda, no resolution can be made. The Chairman will use his discretion when permitting members of the public to speak.

Tuesday 11th September 2018

To: All members of Shepton Mallet Town Council

You are requested to attend the **Meeting of Shepton Mallet Town Council** to be held at **7pm** on **Tuesday 18th September 2018** at The Council Chamber, Mendip District Council Offices, Cannards Grave Road, Shepton Mallet, BA4 5BT when the following business will be transacted.

Yours faithfully

Sam Winter LLB(Hons) PSLCC
Town Clerk

A G E N D A

- 40.1 To receive any apologies for non-attendance**
- 40.2 To receive any declarations of interest in items on this agenda**
- 40.3 To receive and approve the following minutes of the Town Council:**
Minutes of the Town Council meeting held 24th July 2018
Minutes of the Extraordinary Town Council Meeting held on the Tuesday 14th August 2018
Minutes of the Extraordinary Town Council Meeting held on the Tuesday 21st August 2018.
- 40.4 To receive the reports of the Town Clerk:**
1. Referendum principles
 2. Potential for impact from higher tier councils.
 3. Town Crier uniform
 4. New SMTC website & email domain
 5. Recruitment of Business Development Officer (RFO)
 6. *Confidential item to be circulated at the meeting – Internal audit*
 7. *Confidential item to be circulated at the meeting – HR provision*
 8. *Confidential item to be circulated at the meeting GDPR – SMTC compliance*
- 40.5 Updates from councillors – for the purpose of report only**
- 40.6 Chairman’s Announcements.**
- 40.7 Resolutions.**
1. **To resolve to promote better use of Shepton Mallet’s Town Crier and to agree to purchase a new uniform for the role from identified funds. (*quotes will be provided*)**
 2. **To consider supporting the initiative by Flo Lipin and Sustainable Shepton to paint a mural on a wall at the bottom of Town Street (*Flo will present on the item*)**
 3. **To receive the report of the Collett Festival working group, along with the accounts of Collett Festival 2018, and to resolve that in 2019 Shepton Mallet Town Council will hold Collett Day, the Sunday Children’s Day and a ticketed concert.**
 4. **To resolve what contributions SMTC will ask Mendip District Council to consider in respect of the S.106 agreement for the Cannards Grave development.**
 5. **To receive and agree a recommendation from the Policy & Resources Committee that a financial framework is employed to ensure the 2019/20 precept is not increased by more than an agreed maximum percentage.**
 6. **To receive and agree a recommendation from the Policy & Resources Committee to apply no more than a maximum increase of the rate of RPI to the 2019/20 precept (rate of RPI as at the month of the budget setting process).**
 7. **To resolve to exclude the press and public from items 40.7(8) and 40.7(10) due to the confidential nature of the items to be discussed relating to staff and commercial matters.**
 8. **To agree the future arrangements for the Council’s HR services.**
 9. **To note that the current appointed internal auditor will not attend to carry out an interim audit on Tuesday 23rd October 2018.**
 10. **To consider future arrangements for ongoing internal audit.**

40.8 To receive the minutes and draft minutes of the following Committees and to note the decisions:

- (a) Town Development & Planning – 31/07/18 & 21/08/18 (draft)
- (b) Collett Park Management – 07/08/18 (draft)
- (c) P&R – 21/08/18 & 04/09/18 (draft)
- (d) Open Spaces – 03/07/18 (draft)

40.9 Correspondence:

1. Invitation to attend the Snowdrop Festival meeting 26/09/18, 5-8pm.
2. Details of Police Citizen’s Academy from 09/10/18 in Bridgwater

40.10 Date & time of next meetings:

Town Council – 20/11/18
Policy and Resources Committee – 06/11/18
Open Spaces Committee – 16/10/18
Town Development & Planning – 02/10/18
Collett Park Management – 09/10/18
Cenotaph Charity & AGM – 15/01/19
Market Cross Charity & AGM – TBC