



TOWN COUNCIL OFFICES
1 PARK ROAD
SHEPTON MALLET
BA4 5BS

01749 343984

Email: info@sheptonmallet-tc.gov.uk

Website: www.sheptonmallet-tc.gov.uk

AGENDA

FULL COUNCIL MEETING ON TUESDAY 28TH APRIL 2020 AT 7PM

Public Attendance:

If members of the public wish to join this meeting they are to contact the Town Clerk on info@sheptonmallet-tc.gov.uk where they will be given instructions on how to access the meeting. The meeting will be hosted on software called Zoom. If the public wish to ask the council a question this must be provided at least 24 hours in advance of the meeting, to the Town Clerk.

Councillors, You are formally summoned to attend this virtual meeting that will be hosted on Zoom Platform:

Cllrs T Faith, W Frapple, S Hale, M Harrison, B Height, E Hobbs (Chair), C Inchley, G Kennedy, G John, T Jones, M Lovell, B Manley, G Mayall, A McGuire, N Shearn, N Tolson

1. Apologies for Absence

2. Chairman's Announcement

3. Declarations of Interest

4. Minutes of the meeting held on 7th April and 16th April 2020

To receive and accept the minutes of these meetings as a true record

5. Update from the Crisis Management Team

- a. Strategic Cooperation between Statutory Bodies
- b. Volunteer Group feedback
- c. 0800 Number and website information feedback
- d. Donation of £2,000 to the Salvation Army Food bank and been made

6. Update from the County Councillor

7. Update from District Councillors

8. To receive financial update at year end

To receive a report from the Responsible Financial Officer on the year end position, a bank reconciliation, payments made since the last meeting, movement of funds into Earmarked Funds, and the establishment of a temporary pandemic budget/fund

9. To receive the Internal auditors report

To receive a report from the Responsible Financial Officer to note that the internal auditor concluded a visit on 17th January 2020 and all matters have been actioned

10. Future meetings

To receive a report from the Town Clerk on the following:

- Virtual Meeting protocol has been prepared and distributed
- To consider the necessity to hold an Annual Assembly
- To consider the necessity to hold an Annual General Meeting of the Town Council

11. Recovery

To receive a report from the Town Clerk on matters related to moving towards the end of the period of lock down and recovery for the town, including tourism, working with partners, communication with the residents, events and to note the work that has been undertaken by the staffing team in the last month

12. To receive the notes from the Town Development and Planning Committee

To note that comments have been submitted to Mendip District Council on planning applications considered under delegated authority:

- 31st March 2020
- 21st April 2020
-

13. To agree the date of the next meeting

Tuesday 12th May 2020 at 7pm