



# TEWKESBURY TOWN COUNCIL AGENDA

## To: Town Councillors

You are summoned to attend a meeting of the Town Council which will be held in the Council Chamber, Town Hall, High Street, Tewkesbury, on **10<sup>th</sup> December 2018 commencing at 6:00 pm.**

**Members of the public and press are welcome to attend.**

Debbie Hill  
Town Clerk  
5<sup>th</sup> December 2018

1. To consider the applications for co-option to Tewkesbury Town Council and to receive a short presentation from each applicant
2. To receive apologies for absence
3. To receive declarations of interest
4. To consider requests for dispensation
5. To receive written questions from members of the public
6. Public Participation *(to provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration. In accordance with Standing Orders this will not exceed 12 minutes in total and 3 minutes per person.)*
7. To note the Mayor's announcements
8. To approve the minutes of the meeting held on 12<sup>th</sup> November 2018
9. Matters arising from the minutes – for information only
10. To note the following committee minutes: Environment & Amenities – 20<sup>th</sup> November, Planning – 14<sup>th</sup> & 30<sup>th</sup> November, Staffing -12<sup>th</sup> & 26<sup>th</sup> November, Buildings & Moorings – 7<sup>th</sup> November, Finance – 1<sup>st</sup> & 29<sup>th</sup> November
11. To receive Councillor reports for Tewkesbury Borough Council and Gloucestershire County Council
12. To receive reports from members representing the Town Council on outside bodies

13. To receive the expenditure report for November 2018 and the budget report
14. To approve the payments list
15. To receive an update from the Town Clerk on the 2017/18 External Audit and the 2018/19 Interim Internal Audit
16. To receive an update from the Town Clerk regarding the upgrade to the Town Council website
17. To consider and approve the Health & Safety policy
18. To consider the grant application from Three Choirs Festival
19. To note the renewal of Ellis Whittam contract for Human Resources advice and insurance cover for the forthcoming year
20. To receive an update from the Town Clerk on the budgeting process
21. To consider and approve the Strategic Planning document and to agree the next steps in this process
22. Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave during the consideration of the following item on this agenda
23. To receive an update on staffing matters

The next full Council meeting will be  
**21<sup>st</sup> January at 6pm in the Town Hall**

Final date for agenda items and accompanying papers for the Meeting is **7 clear days before the meeting.**

As part of managing the Council's Risk Assessment, Councillors are reminded to ensure they keep their register of interests up to date.

If you have any questions, please contact the Town Clerk.

The Council has a duty to consider the following matters in the exercise of any of its functions: Equalities, Crime and Disorder, Health and Safety and Human Rights. Anyone wishing to attend any meetings of the Town Council who need ground floor access to do so, should inform the Clerk three days in advance of the meeting so that arrangements can be put into place.