

23<sup>rd</sup> January 2018

Sir/Madam

A meeting of the Town Council will be held on **Monday 29<sup>th</sup> January 2018 at 7.00 pm in the Council Chamber of the Guildhall, Oswestry.**

David J Preston  
Town Clerk

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Business of the meeting:

**PRAYERS**

Previous to the commencement of the meeting Prayers will be led by the Mayor's Chaplain.

**PUBLIC SESSION**

For 15 minutes previous to the commencement of the meeting, members of the public are invited to question the Council on local issues etc. Questions will be answered by The Mayor, Chairmen of Standing Committees or Town Clerk.

1. **APOLOGIES**
2. **DISCLOSURE OF PECUNIARY INTERESTS**

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

**3. MINUTES**

To confirm minutes of meetings held on:

<b>23<sup>rd</sup> October 2017</b>	<b>Copy OTC/04/17 attached</b>
<b>18<sup>th</sup> December 2017</b>	<b>Copy OTC/05/17 attached</b>
<b>15<sup>th</sup> January 2018</b>	<b>Copy OTC/06/18 attached</b>

**4. TO ANSWER ANY QUESTIONS**

To answer any questions in accordance with Standing Orders upon which formal notice has been given.

**5. SHROPSHIRE COUNCIL MATTERS**

Update from local Shropshire Councillors C Aspinall, V Hunt, and J Price on any policies, consultation or general matter relating to Shropshire Council.

**6. STANDING COMMITTEES**

To adopt the below minutes:

Markets and Car Parks Committee

<b>20<sup>th</sup> September 2017</b>	<b>Copy MCP/04/17 previously supplied</b>
<b>22<sup>nd</sup> November 2017</b>	<b>Copy MCP/05/17 attached</b>

Development and Planning Committee

<b>4<sup>th</sup> October 2017</b>	<b>Copy DPC/07/17 previously supplied</b>
<b>15<sup>th</sup> November 2017</b>	<b>Copy DPC/08/17 previously supplied</b>
<b>18<sup>th</sup> December 2017</b>	<b>Copy DPC/09/17 previously supplied</b>

Amenities Committee

<b>13<sup>th</sup> September 2017</b>	<b>Copy AC/04/17 previously supplied</b>
<b>15<sup>th</sup> November 2017</b>	<b>Copy AC/05/17 previously supplied</b>

Finance & General Purposes Committee

<b>16<sup>th</sup> October 2017</b>	<b>Copy FGP/04/17 previously supplied</b>
<b>4<sup>th</sup> December 2017</b>	<b>Copy FGP/05/17 previously supplied</b>

**Members are asked to bring to the meeting copies of minutes as previously circulated. Duplicate copies are available, if necessary, in advance of the meeting, from the Office.**

7. **LAUNCH OF BUSINESS PLAN FOR BUSINESS IMPROVEMENT DISTRICT**

The Business Plan for the Oswestry Business Improvement District (BID) was formally launched on 16<sup>th</sup> January 2018. In the next few days the matter will move to a referendum and ballot papers will be sent out on 25<sup>th</sup> January 2018 to the individual identified in the prepared register of potential voters held by Shropshire Council. Each rateable property has one vote; a proxy vote will be available; completed ballot papers are to be returned by no later than 5.00 pm Thursday 22<sup>nd</sup> February 2018 and the result will be announced on the following day. If successful, the operation of the new BID will commence from Sunday 1<sup>st</sup> April 2018.

As a reminder, following a successful ballot, the payment of the levy by each business in the Oswestry BID with a rateable value of £12,000 or more is compulsory and is set in legislation. The BID levy payment is made regardless of whether the business chooses to vote or if votes against the BID. The levy is regulated in a similar way to business rates. Businesses with rateable values below £12,000 will not have to pay but will be invited to make a voluntary contribution.

The Town Council is therefore invite:

- To note the update;
- To confirm how it wishes to vote in respect of each of its properties within the BID ballot area.

8. **IT PROJECT WORKING GROUP**

Report on a meeting of the IT Project Working Group held on 17<sup>th</sup> January 2018.

**Copy ITWG/01/18 attached**

9. **OSWESTRY HEALTH GROUP**

Report on a meeting of the Oswestry Health Group held on 26<sup>th</sup> January 2018.

**Copy report to follow Appendix 'A'**

10. **SCHOOL HOLIDAY ACTIVITIES IN OSWESTRY – TNS FC COMMUNITY FOUNDATION TRUST**

Request from TNS FC Community Foundation Trust for funding towards the provision of School Holiday Activities in Oswestry.

**Copy report TC/3472/18 attached**

**11. SALC MEMBER / OFFICER PROTOCOL**

The Monitoring Officer, Shropshire Council, has been delivering presentations on the Code of Conduct during which references had been made to a recommendation of the Committee on Standards and Public Life which was that authorities adopt a protocol to set out how the relationship between Councillors and Officers would work and be tailored to the traditions and practices of the authority.

Shropshire Council has adopted a Local Protocol on Member / Officer relations and it has been suggested that Parish and Town Councils, in the Shropshire Council area, may wish to consider adopting such a Protocol. Councils have been asked to place the draft Protocol on a Council agenda for discussion and adoption.

Elected Members are invited to discuss.

**Copy draft Protocol attached Appendix 'B'**

**12. CASUAL VACANCY**

A casual vacancy occurred in the Cambrian Ward following the resignation by Julie Edwards.

*“Due to changes in personal and work circumstances I give notice that I wish to resign with immediate effect as a town councillor for the Cambrian Ward.”*

The publication of the notice was made on Monday 16<sup>th</sup> January 2018 and Shropshire Council have now emailed to confirm that the appropriate request for a By-Election has been received and Shropshire Council will therefore now set out an election timetable.

The Council is asked to formally note the vacancy following resignation which was properly accepted by the Mayor and notified to Shropshire Council and publicised.

**13. OSWESTRY PLACE PLAN UPDATE AND OLD OSWESTRY HILLFORT**

Letter from Kate Clarke on behalf of HOOOH regarding issues relating to Oswestry Place Plan review and also the potential for the appointment of a Hillfort representative.

**Copy email attached Appendix 'C'**

**14. EXCLUSION OF PUBLIC AND PRESS**

In view of the confidential nature of business about to be transacted which would involve the likely disclosure of confidential information as defined in the Public Bodies (Admission to Meetings) Act 1960, the public and press be temporarily excluded from the meeting and they be asked to withdraw.