



## **SHAFTESBURY TOWN COUNCIL**

# **SUMMONS**

To: Cllr Harvey (Chairman), Cllr Pestell (Vice-Chairman), Cllr Cook, Cllr Hicks, Cllr Tippins, Cllr Lewer and Cllr Proctor

You are hereby summoned to a meeting of the General Management Committee to be held on Tuesday 28<sup>th</sup> January 2014 at 7:00pm in the Mayor's Parlour. *Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: the three aims of the general duty of the Public Sector Equality Duty (eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010, advance equality of opportunity between people from different groups and foster good relations between people from different groups), Crime and Disorder, Health and Safety and Human Rights.*

.....  
Nicola Duke –Town Clerk  
22<sup>nd</sup> January 2014

Members of the public are welcome to attend meetings of the Council and Committees, unless specifically excluded due to the confidential nature of the business. Enquiries to Nicola Duke on 01747 852420 or email [nicolajduke@shaftesburytowncouncil.co.uk](mailto:nicolajduke@shaftesburytowncouncil.co.uk)

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# **AGENDA**

## **PROCEDURAL ITEMS**

### **01. Apologies for Absence**

- a) To receive apologies from those unable to attend
- b) To consider for acceptance apologies from those unable to attend

### **02. Declarations of Interests and Dispensations to participate**

- a) To receive declarations of interest in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and the Localism Act 2011 in respect of members.
- b) To receive any dispensation requests received by the Town Clerk and not previously considered.

### **03. Open Forum**

Members of the public are invited to address the Council on matters relating to this parish

### **04. Updates**

- a) To report any significant information on matters not included on this agenda or delegated to the Council, a Committee or a working group, such information to be received but not debated
  - i. Town Clerk
  - ii. Councillors

- b) To agree any attendances required at meetings additional to those scheduled in the Council's calendar

**05. Correspondence**

To receive and note any correspondence relating to the business of the General Management Committee including:

- a) North Dorset District Council Forward Plan. (*papers attached*)

**BUSINESS ITEMS**

**06. Financials** (*papers attached*)

- a) To receive list of payments and receipts September – December 2013
- b) To receive reconciled bank balance as at 31st December 2013
- c) To receive consolidated budget report as at 31<sup>st</sup> December 2013

**07. Budget/Precept Planning 2014/2015** (*paper attached*)

- a) To receive budget report for 2014/2015 relating to Admin, Corporate Services, Service Level Agreements and Grants.
- b) To agree the form and timetable for the issue of Community Grants.

**08. Town Council Publication Scheme** (*papers attached*)

To carry out annual review of Publication Scheme.

**09. Childcare Voucher Scheme** (*papers attached*)

To receive report relating to the Childcare Voucher Scheme and consider recommendations contained therein.

**10. Easements** (*papers attached*)

- a) To receive report regarding an Easement for 1 Park Walk and consider recommendations contained therein.
- b) To receive and consider response to request for Easement at Castle Hill.

**11. Reports**

- a) To receive report relating to Freedom of Information Requests received for 2013 and consider any actions arising.
- b) To receive update on the appointment of the internal auditor.