



Council Meeting

You are hereby summoned to attend a Meeting of the Council to be held in the Bingham Gallery at Bingham House, 1 Dyer Street, Cirencester, at 7.00 p.m. on Tuesday, 10th March 2020.

Andrew Tubb, Chief Executive Officer
3rd March 2020

Pledge:

"Let our debating be reasoned and temperate, recognising that others may have a different point of view; and may we always remember that our deliberations and decisions are ultimately for the good of the people of Cirencester."

Summary of Agenda

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| Items 1-9
& 14-15 | Standing Items (pages 04 to 08 refer) |
| Item 10 | Schedule of Payments - 1st to 31st January 2020 |
| Item 11 | Grant and Funding Allocations 2020-21 |
| Item 12 | Fees and Charges 2020-21 (pages 09 to 12 refer). |
| Item 13 | Interim Internal Audit Report (pages 13 to 19 refer). |

Confidential

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| Item 16 | Employment Law and Health and Safety Services Consultant (pages 20 to 21 refer). |
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Bingham House, 1 Dyer Street, Cirencester, Gloucestershire, GL7 2PP
Tel: 01285 655646/Fax: 01285 643843/Web: www.cirencester.gov.uk



Agenda

1. **Apologies (7pm)**
To receive and formally approve the apologies presented.
2. **Declarations of Interest (7.01 pm)**
To receive declarations of interest and to note any dispensations which have been approved relating to items on the agenda. Members are reminded to declare pecuniary or non-pecuniary interests in accordance with Cirencester Town Council's Code of Conduct.
3. **Council Minutes (7.02pm)**
To approve the Minutes of the Meeting held on Tuesday, 21st January 2020, as an accurate record and to provide updates and information on any matters arising (pages 04 to 08 refer).
4. **Public Participation (Standing Order 68 refers) (7.05pm)**
If a member of the public wishes to speak at the meeting, or would like to submit correspondence they are asked to notify the Chief Executive Officer in advance and no later than 5pm on the day before the meeting. For the purpose of public speaking, a member of the public is defined as someone who lives, has a business or represents an organisation within the electoral boundary of Cirencester.

Members of the public who wish to submit a written question for inclusion as part of public participation may do so at any time.
5. **District and County Council Participation (Standing Item) (7.15pm)**
To consider items and updates from Cotswold District Council and Gloucestershire County Council.
6. **Youth Participation (Standing Item) (7.25pm)**
For young people to be able to provide updates and information.
7. **Member Participation (Standing Orders 27 to 30 refer) (7.30pm)**
A member may ask the Mayor/Presiding Chairman any question concerning the business of the Council.
8. **Delegation of Urgent Matters (Standing Order 11 c refers) (7.35pm)**
To provide a summary of any matter which has required urgent attention under Standing Order 11a) and 11b).
9. **Climate Change Advisory Group (Standing Item) (7.40pm)**
To receive an update from the Climate Change Advisory Group on progress relating to the work programme approved by Council within the terms of reference and to consider and approve budget requirements.
10. **Schedule of Payments (7.45pm)**
To approve payments made during the period 1st to 31st January 2020 in accordance with the budget funding approved by Council, noting that lists of all payments are made available on the Town Council website once approved and each one is authorised by two Councillor signatories:

Corporate £27,110
Office £3,985
Community £7,553
Land and Property £8,619
Earmarked Reserves £15,066
Salaries (including PAYE/National Insurance and Pension) £67,515
Other (i.e. loan repayments and account holding body payments on behalf of GCC and CCDT) £8,338
11. **Grant and Funding Allocations 2020-21 (7.47pm)**
 - 11.1 To consider and approve the grant and funding allocations, as recommended by the Finance and Audit Group:

£11,000 for open applications;
£2,500 Open Air Swimming Pool (i.e. landlord costs and responsibilities);
£2,500 Scout Hut (i.e. landlord costs and responsibilities);
£3,500 Community projects and Councillor ward grants.

- 11.2 To consider and approve, as recommended by the Finance and Audit Group, that the grant application form be amended to include an option to apply for a multi-year grant for specific projects.
12. **Fees and Charges 2020-21 (7.55pm)**
To consider and approve the fees and charges for 2020-21 (pages 09 to 12 refer).
13. **Interim Internal Audit Report (8.05pm)**
To receive and note the interim internal audit report (pages 13 to 19 refer).
14. **Announcements (8.07pm)**
To receive and note any important announcements from Members relating to Council business.
15. **Correspondence (8.10pm)**
a) Council Information Sheet; including details of any actions taken arising from previous meetings.
b) Any other correspondence received in accordance with Standing Orders.

**PART TWO
CONFIDENTIAL**

Confidential items in respect of which a resolution may be passed in accordance with the Public Bodies (Admission to Meetings) Act 1960, excluding the press and public on the grounds that the matters relate to contractual arrangements.

16. **Employment Law and Health and Safety Services Consultant (8.15pm)**
To consider and approve a recommendation from the Personnel Group and Health and Safety Group to procure employment law and health and safety services (pages 20 to 21 refer).

**MEMBERS ARE ASKED TO CONTACT THE CEO, ANDREW TUBB, IN ADVANCE OF THE MEETING
IF THEY HAVE A SPECIFIC QUESTION RELATING TO ANY OF THE AGENDA ITEMS OR WOULD LIKE
ADDITIONAL INFORMATION**

NOTES & INFORMATION

1. All reports referred to, including recommendations, are available to view at the Local Information Centre, Bingham House, 1 Dyer Street, Cirencester; the timings of each item in brackets on the Agenda is an estimated time for guidance only.
2. A Welcome Sheet is available to members of the public at the meeting; and on request via the Local Information Centre.
3. Please note that in the event of a fire, follow the exit signs, which are clearly identifiable. The primary exit from the Bingham Gallery & Conference Suite is via Bingham House front entrance where the assembly point is located at the entrance to 'The Woolmarket'. The secondary exit is via the back door and through the court yard to the rear of Bingham Library.
4. Future Meeting Dates:-
26th March 2020 – Planning Committee Meeting at 10 a.m., 1st Floor Meeting Room, Bingham House, 1 Dyer Street
23rd April 2020 – Planning Committee Meeting at 10 a.m., 1st Floor Meeting Room, Bingham House, 1 Dyer Street
12th May 2020 – Annual Meeting of the Council at 7 p.m., Bingham Gallery, Bingham House, 1 Dyer Street
5. Members of the public are welcome to attend meetings of the Council and its Committees.
6. Follow us on Facebook, Twitter and Instagram.
- For details about public participation, please contact the Local Information Centre.