



**PUBLIC NOTICE OF MEETING AND  
SUMMONS TO ALL MEMBERS OF BEWDLEY TOWN COUNCIL**

The **MEETING** of the Town Council will be held in the **Wyre Room, St George's Hall, Load Street, DY12 2EQ**, on **Monday 10 July 2023 at 6pm**

The meeting is open to the press and members of the public who are welcome to attend all or part of the meeting but may only speak during the allocated time as listed under **agenda item 9883** below.

Members of the public are permitted three minutes to speak and may ask questions or raise concerns regarding matters on this agenda or for future consideration. There is no expectation on the council to respond to any comments made at this time. Members of the public wishing to address the council should send their questions or reports to the Town Clerk no later than 1pm on the day of the meeting.

**AGENDA**

**9880 TO RECEIVE AND NOTE ANY COUNCIL MEMBER'S APOLOGY FOR ABSENCE**

**9881 DECLARATIONS OF INTEREST:**

Councillors are reminded:-

- i) To keep their Register of Interests updated.
- ii) To declare any Disclosable Pecuniary Interests in agenda items and their nature.
- iii) To declare any Other Disclosable Interests agenda items and their nature.

Councillors who have declared a Disclosable Pecuniary Interest or Other Disclosable (Pecuniary or Non-Pecuniary) Interest which falls within the Code of Conduct para 12 (4) (b) must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

**9882 DISPENSATIONS**

To consider and vote upon any member's written requests received before the meeting for dispensation to stay in the meeting, speak and/or vote on matters for which the member has made a declaration of interest pursuant to Section 33 of the Localism Act 2011 and the Council's Standing Orders and Code of Conduct.

Cllr Edginton White requested a dispensation which was approved at the Finance and Facilities Committee Meeting held on 19 June to participate and vote on matters relating to Riverside North Park following declaring an interest as a member of The Friends of Riverside North Park.

**9883 OPEN SESSION – TO HEAR FROM**

- i) Members of the public
- ii) The representative members of the principal authorities;
  - a) Worcestershire County Councillors
  - b) Wyre Forest District Councillors
- iii) Representatives of support services, e.g., Parish Footpath Warden, Tree Warden, Police Community Support Officers, WFDC District Council Officers are invited to present their reports.
- iv) Representatives of the Environment Agency
- v) WFDC Armed Forces Champions Representatives
- vi) Riverside Elim Church – Pastor Steve Robinson

**9884 TO ADOPT PREVIOUS MINUTES**

To approve adoption of the minutes of the meeting of the Town Council held on 12 June 2023.

**9885 FINANCE**

- i) To approve the current schedule of accounts including invoices to be paid and invoices paid as a matter of urgency. Page 5.

**9886 COMMITTEE MINUTES AND GROUP REPORTS**

To receive minutes from Council committees and groups held since the last Council meeting and consider recommendations for resolution as reported below:

- i) Christmas Working Group – To receive meeting notes of the Christmas Working Group held on 7 June 2023.
- ii) Finance and Facilities Committee - To receive the draft Finance and Facilities Committee meeting minutes held on 19 June 2023.
  - a) To approve ratification of minute reference F-206 Grant Applications Phase 1 recommendations, page 6, please note that following request of additional information for application 10 and 11 that application 11 does not meet the grant award criteria and therefore is not eligible to be considered, notification of this will be provided to the applicant accordingly. Further resolutions to ratify are recorded thus:
    - i) That Phase 2 of the Grant Award Scheme be cancelled due to the budget being almost fully utilised.
    - ii) That a recommendation be made to the budget working group to set a grant award budget of £10,000 for 2024/2025.
- iii) Planning Committee - To receive the draft Planning Committee meeting minutes held on 26 June 2023.
- iv) Road Safety Working Group – To receive meeting notes of the Road Safety Group held on 03/07/2023.
- v) Remembrance Sunday Road Closure quotes:

SPECIFICATION	Traffic Management Quotation Comparison		
	SIGNAL QUOTE No. STM 47961 28/06/2023	AMBERON QUOTE NO. E320374 07/07/2022	COBRA QUOTE 39431
CAD drawing	*To be confirmed as drawing can be provided		
Fabrication of advanced warning signage	£80	£403.20	£150
Hire of advanced warning signage	£20	-	-
Large Advance Warning Signs	-	-	
Large Bespoke Signs	-	-	
Installation of advanced warning signage	£150	£ 200 Manufacture and install 4no. @ each	-
Installation of road closure	£285	£290	£594
Hire of road closure			
De-installation of road closure	£285	£200	
Operative to attend site as Gatemen	£480.00 Quote for 4	£500 Quote for 4	£1182

			Quote for 4	
Installation and hire of pedestrian barrier	£0	£0	£50	
	<b>£1365</b>	<b>£1766</b>	<b>£2051</b>	
Council Application/Road Space Booking	-	£ Not required BTC will make application which is free		

**9887 POLICIES TO REVIEW**

**Note for documents under review:** Any data to be removed is stricken through and additions are highlighted yellow. Where justification of the amendment is required, it will be marked with a footnote.

- i) Members Substitute Policy – This is a newly drafted policy to allow for comprehensive attendance and aid quoracy at committee meetings and working groups. The policy requires adoption and inclusion on the councils rolling 5-year review schedule.

**9888 TOWN CLERKS REPORT –**

- i) Honorary Freeman Thank You Notification.
- ii) Policing Priorities.
- iii) Boundary Commission Consultation.
- iv) WFDC Events Grant.

**9889 TRIMPLEY LANE AND ANTON CLOSE, BEWDLEY - PROPOSED PROHIBITION OF WAITING AT ANY TIME ORDER**

The WCC Traffic Management Engineer has forwarded proposals to implement Prohibition of Waiting at any Time restrictions on the southwest side of Trimpley Lane and around both sides of Anton Close due to concerns raised regarding obstructive parking at the junction causing visibility issues for motorists. The proposed restrictions will help to prevent such obstructive parking and aid visibility and safely free flow of traffic.

These proposals have the support of the local member, County Councillor Ian Hardiman, and comments are requested to be received by 19 July 2023.



## 9890 MAYOR'S DIARY AND FUTURE EVENTS

- i) To receive an update on the Mayor's diary and past events

DATE	EVENT
07/06/2023	West Midlands Safari Park Zoos Aquariums Conference – Mayors Welcome Speech
14/06/2023	Almshouses Trustees Meeting
19/06/2023	Armed Forces Flag Flying - Guildhall
24/06/2023	Bewdley Carnival
25/06/2023	Worcester City Civic Service
27/06/2023	Worcestershires County Council Chairmans Afternoon Tea
29/06/2023	Wyre Forest Area CALC Meeting
02/07/2023	Wyre Forest Symphony Orchestra
08/07/2023	Hereford & Worcester Scouts SHIREJAM 2023
08/07/2023	Kidderminster Male Choir
10/07/2023	Official Opening of extension to Summerdyne Nursing Home
25/07/2023	Civic Society Meeting
12/08/2023	Annual Flower Show
12/08/2023	St George's Hall 10 <sup>th</sup> Anniversary
26/12/2023	Boxing Day Tractor Run

- ii) Town/Civic Events

DATE	EVENT
12/11/2023	Remembrance Sunday
02/12/2023	Christmas Lights Switch On

## 9891 WFDC Corporate Plan Stakeholder Event for Noting

The district council is developing a new corporate plan for the period 2023-2027, with a view to its adoption by full council in September. There will be a public consultation questionnaire which councillors will be welcome to complete - the link will be sent in due course.

A stakeholder event will be organised at the chamber in Wyre Forest House at which parish and town councils and other organisations will have the opportunity to come together and provide input into the process. The date/time is likely to be in the latter part of July or early part of August. It is appreciated that some colleagues may be away on holiday at that time but councillors are welcome to attend if they are free. No serving members of WFDC are to attend, as district councillors have other opportunities to input into the process - the stakeholder event is to provide other voices.

## 9892 TRAINING OPPORTUNITIES

Training courses through Worcs CALC can now be viewed through their website [www.worcsalc.org.uk](http://www.worcsalc.org.uk) Councillors can register directly for online sessions or Worcs CALC can deliver specific training to the council as a whole. Should members wish to attend please contact the office. [admin@bewdleytowncouncil.org](mailto:admin@bewdleytowncouncil.org)

Course and Training Provider	Course Details	Date/Time	Location
Finance for Councillors	This session is for councillors only and is designed to give them a greater	Thursday 13 July, 10am – 11.30am	Online

Course and Training Provider	Course Details	Date/Time	Location
	understanding of their duties regarding the council's finances.		

### 9893 DATE AND TIME OF NEXT ORDINARY MEETING –

The Town Council Meeting will be held on Monday 11 September 2023, 6pm, The Guildhall.

Council members:

Cllr C Billett	(East)	Cllr S Billett	(Wrib)
Cllr E Bourne	(West)	Cllr J Byng	(Wrib)
Cllr C Edginton White	(West)	Cllr P Gittins MBE	(East)
Cllr N Harper	(Wrib)	Cllr P Harrison	(Wrib)
Cllr S Harvey	(East)	Cllr H Lacy	(West)
Cllr I Latimer	(Wrib)	Cllr L Stanczszyn	(West)
Cllr R Stanczszyn	(East)		



Tracy Bodley, Town Clerk  
05 July 2023

Agenda Item: 9885 Finance

- i) To approve the schedule of payments up to 10 July 2023

Voucher	Code	Date	Payment Method	Description	Net	VAT	Total
106	Office Energy & Utilities	10/07/2023	DD	Office Electric	159.70	7.98	167.68
107	Broadband & Landline	10/07/2023	DD	Broadband	42.69	8.54	51.23
111	Postage & Christmas Illuminations Event	10/07/2023	BACS	Stamps & Jute Xmas Stock	43.10	0.00	43.10
112	Lengthsman & RNP General Maintenance (inc graffiti removal) & Play Area Maintenance	10/07/2023	BACS	Lengthsman Scheme	113.28	0.00	113.28
114	Badges & Shields	10/07/2023		Mayoral Board	265.00	53.00	318.00
115	Photocopier	10/07/2023	BACS	Photocopier	17.68	3.54	21.22
119	Refreshments	22/06/2023	Petty Cash	Milk	0.95	0.00	0.95
120	Maintenance & Office Cleaning	10/07/2023	BACS	PAT Testing	79.00	15.80	94.80
121	Subscriptions & Licences	10/07/2023	BACS	Rural Market Town Group	105.64	21.13	126.77
122	King's Coronation Event	10/07/2023	BACS	Louise Expenses	18.00	0.00	18.00
123	Refreshments	29/06/2023	Petty Cash	Milk	0.95	0.00	0.95
124	Load Street Toilets Utilities - Energy	10/07/2023	DD	Electricity Load St Toilets	266.61	13.33	279.94
125	Mayoral Roll & Civic Items	10/07/2023	BACS	Town Mayor's Poster	13.13	2.63	15.76
126	Load St Toilets Utilities - Water	10/07/2023	DD	Water Usage Toilets	177.31	20.35	197.66
127	Guildhall Lease	10/07/2023	BACS	Guildhall Lease	55.00	0.00	55.00
128	RNP General Maintenance (inc graffiti removal) & Play Area Maintenance	10/07/2023	BACS	Lengthsman Work	105.70	0.00	105.70
129	Lengthsman	10/07/2023	BACS	Lengthsman Scheme	138.33	0.00	138.33
130	Street Poles, Tubs & Baskets & Play Area Maintenance	10/07/2023	BACS	Lengthsman Work	172.11	0.00	172.11
131	Lengthsman	30/06/2023	BACS	Lengthsman Scheme	54.28	0.00	54.28
					<b>1,828.46</b>	<b>146.30</b>	<b>1,974.76</b>

Agenda item: 9886 ii) Grant Award Recommendations to Approve

	<b>2023/2024 Grant Budget</b>	£7,500		
	<b>Grants Awarded - Round 1</b>	£6,400		
	<b>Grants Awarded - Round 2</b>	£		
	<b>Balance Remaining</b>	£1,100		
No.	Organisation Name	Grant Request	Award Recommendation	Grant Award Notes / Conditions of Grant
1	<b>Bewdley Community Theatre Group</b>	£1,000	£1,000	First time applicant - Criteria being met
2	<b>Home Start Wyre Forest</b>	£1,000	£1,000	First time applicant - Criteria being met
3	<b>St Annes Primary School</b>	£1,000	£1,000	First time applicant - Criteria being met
4	<b>The William Mills Foundation</b>	£1,000	£1,000	First time applicant - Criteria being met
5	<b>Wyre Forest Scout Group</b>	£800	£800	First time applicant - Criteria being met
6	<b>Bewdley Horticultural Society</b>	£300	150	Regular applicant
5	<b>Bewdley Pétanque Club</b>	£300	150	Regular applicant
8	<b>Bewdley Rowing Club</b>	£1,000	0	Received £1,000 of funding in 3 consecutive years
9	<b>Community Transport</b>	£1,000	0	Received £750 of funding in 3 consecutive years
10	<b>Bewdley Festival Limited</b>	£650	300	Grant Ward subject to confirmation of number of duck houses being purchased from Emily Jordan Foundation
11	<b>Friends of Bewdley Museum</b>	£350		Grant ward subject to who is organising the Tolkien Tour, Friends of the Museum or Museum itself. Confirmation received that it is the Museum so criteria not fulfilled.
12	<b>Wyre Forest Community Land Trust</b>	£750	0	There are other available grant funding opportunities better suited to purchase of a defibrillator
13	<b>Wyre Forest and South Worcestershire Nightstop and Mediation Service</b>	£1,000	£1,000	First time applicant - Criteria being met
	<b>Totals</b>	£10,150	£6,400	