

HUNGERFORD TOWN COUNCIL

The Mayor
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28 February 2020

To: Cllrs Simpson, Knight, Crane, Hudson, Winsor, Chicken, Downe, Hawkins, Lewis, Alford, Gaines and Fyfe
To District Cllrs, Sgt Andy Murray and press

You are summoned to a **Meeting of the Full Council** to be held on **Monday 3 February 2020 at 7 pm** in the Corn Exchange Complex, Hungerford.

Part of the business but prior to the above will be the **Finance & General Purposes Committee 6.45 pm** to sign cheques.

At **7.15pm** there will be a **presentation by the Police**.

The meeting is open to press and public. At **7.10 pm** there will be a **public forum** to allow questions from the electors.

*Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda, providing they do so within the 15 minutes allotted time period (limited to 3 minutes per speaker) given at the beginning of each meeting. **Any questions should be submitted in advance by 2pm on the day of the meeting.** Public will not be permitted to interrupt, question or participate at any other point during the meeting unless invited to do so by the Chair. Timings will be at the discretion of the Chair*

Joanna Pike, Town Clerk

AGENDA

1. **Apologies for absence**
2. **Declarations of interest**
3. **Approval of Minutes of the meeting of the Full Council meeting held on 6 January 2020.**
4. **Mayor's Diary** – To receive a report for the past month.
5. **District Councillor's Reports**
6. **Actions from previous meetings – report.**
 - a. **Update on WBC's review of Conservation Areas** – the Council will agree next steps.
7. **Proper Officer** – the Council will approve re-appointment of Claire Barnes as Proper Officer.
8. **Penny Post Contract** – the Council will discuss and reach a decision on whether to renew the Penny Post Contract at a cost of £750.00.
9. **Town Meeting March & Councillor Surgeries** – the Council will discuss and approve plans for the Town Meeting and Councillor Surgeries.
10. **VE Day Parade** – To discuss and approve plans for VE Day on Friday 8 May 2020.
11. **Committee reports (no more than 3 minutes per report)**

R&A (Cllr Simpson)	F&GP (Cllr Winsor)	T&E (Cllr Crane)
E&P (Cllr Gaines)	H&T (Cllr Chicken)	
12. **Finance** –

- a) Propose authorisation of cheque run payments (circulated) for last month
- b) Propose Year to date accounts – refer to circulated Income/Expenditure Report
- c) Grant Applications – The Council will discuss whether to approve the following grants for 2019/20 –
 - i) The Hub £5000 to go to the Good Exchange and the balance of approx. £2700 to be given to the Hub.
 - ii) Chilton Foliat School – garden project up to £500
 - iii) St Lawrence’s – a grant of up to £600 towards their Youth Worker project.
 - iv) Smarten up Hungerford – a grant (amount TBC) towards flower displays.

13. Council contractors 2020/21 – The Contracts Working Party will report to Full Council with their findings and recommendations for the renewal of annual contracts. Council to agree on contracts for 2020/21.

Exclusion of the press and public –

This is to give further notice that the Council will consider passing the following resolution:

To agree that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business - **Agenda item 13** - as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Reason for taking item in private: Agenda item 13 - Information relating to a commercial contract.