

# HUNGERFORD TOWN COUNCIL

The Mayor  
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The Town Clerk  
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27<sup>th</sup> April 2020

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

You are summoned to a **Meeting of the Full Council** to be held on **Monday 4<sup>th</sup> May 2020 at 7 pm**

The meeting will be held remotely through Zoom and can be accessed through the following link:

Join Zoom Meeting

<https://us02web.zoom.us/j/84009856576?pwd=b3NNaVJFWExHVzFFZHJqYzhaYm9MZz09>

Meeting ID: 840 0985 6576 Password: HTC

At **7.00pm** 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.

Mrs Claire Barnes, Town Clerk

## AGENDA

- Note apologies for absence**
- Declarations of interest**
- On 4 April 2020, the government brought The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 into force to allow local authorities to conduct meetings remotely**  
**To propose** as permitted under Section 78, not to hold an Annual Full Council meeting this year. Therefore, all Councillors including the Mayor will remain in their current roles until May 2021.  
**To note** meetings will be held through the Zoom platform until further notice. These will be accessible to the press and public through a link on the agenda posted on the home page of our website. An audio record of meetings may be kept.
- Approval of Minutes of the meeting of the Full Council meeting of 2<sup>nd</sup> March 2020, and outcome of actions.** (Note for the record: A Full Council meeting did not take place in April due to lockdown)
- To note co-option will be postponed until further notice. Applicants have been advised.**
- Mayor's Report**
  - Note cancellation/postponement of events**
  - New way of working**
- District Councillor's Reports**
- Discuss and agree any change to the calendar of scheduled Full Council and Committee meetings**
- Hungerford 2036** – Receive a report from the Project Team

**10. Committee reports (no more than 3 minutes per report)**

**R&A F&GP E&P H&T**

**11. Finance –**

- a) **Propose authorisation of cheque run payments (circulated along with copies of invoices) retrospective for March of £24,360.44, and for April**
- b) **Propose 31st March 2020 Final Budget/Actual accounts – refer to circulated Income/Expenditure Report**
- c) **Note the change in total assets to £838,655 as at 31<sup>st</sup> March 2020**
- d) **Note the reduction of Newbury Building Society interest rate from 17<sup>th</sup> April 2020 from 1.1% to 0.6%**
- e) **Retrospective approval of a £30,000 increase of funds held by Newbury Building Society from Dec 2019**
- f) **Review the Annual Interim Internal Audit Report 2019/2020 and propose acceptance, and if available the Year End Final Report**
- g) **Delegate authority to F&GP for reinvestment of £85,000 held with Close Brothers Plc due for renewal in July 2020**
- h) **Confirm arrangements for insurance cover in respect of all insured risks (3-year agreement ends 2022)**
- i) **Retrospectively propose upgrading of 7 streetlights to LED for return to West Berks Councils ownership on both Tarrant's Hill and Atherton Road total cost £7253.52**

**12. Propose acceptance of the following: -**

- **Propose agreement of financial regulations.** (refer to website)– These have been compared with the new version and no changes are recommended.
- **Propose agreement of Standing Orders** (refer to website) – Consider adding an addendum noting the temporary overriding legislation
- **Propose agreement of Code of Conduct** (refer to website) - Consider adding temporary reference to virtual meetings.
- **Propose agreement of Co-option Policy** (refer to website) – No changes recommended.
- **Propose agreement of HTC or staff subscriptions to other bodies; NALC etc.** (circulated)
- **Propose agreement of inventory of land and assets including buildings and office equipment** (updated and circulated)

**13. Any other Reports (3 minutes each) not to include any proposals**

**PART 2**

Confidential

The public and press may be excluded from the meeting on the grounds that publicity might be prejudicial to the public interest as per the Public Bodies (Admissions to Meetings) Act 1960.

**14. Retrospectively agree a 3-month rent payment holiday, subject to monthly review for two organisations**

**15. Agree new staff contract for employee no.12**