



Carterton Town Council

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Ron Spurs BSC MA MBA CILCA
Town Clerk

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10 October 2018

Cllr M McBride - Chairman
Cllr Mrs M Mead - Vice-Chairman

Cllr Ms J Bull
Cllr Mrs D V Bulley
Cllr Miss S Coul
Cllr R Crapper
Cllr Mrs C Delaney
Cllr Ms E Hatton
Cllr J Hayes
Cllr N Leverton
Cllr Mrs L Little
Cllr D Melvin
Cllr P Scott
Cllr Mrs S Scott-Stovold
Cllr D Wesson
Cllr Mrs C Wilson

SUMMONS TO ATTEND

You are hereby summoned to attend the Meeting of CARTERTON TOWN COUNCIL on **16 October 2018 at 7.45 pm.**

The Press and Public are welcome to attend this meeting. Questions and statements will be taken from members of the public during the period of time which is designated for public participation in accordance with The Town Council's Standing Order 1(d).

If you are unable to attend and wish your apologies to be recorded, you must let the Town Clerk know by 5.00 pm at the latest on the day of the meeting.

The Agenda for the meeting is attached

Yours faithfully

Ron Spurs
Town Clerk

AGENDA

Apologies

- 1 To receive any Declarations of Interest in respect of items on this Agenda as required by the Town Council Code of Conduct. Members are reminded that, in accordance with Town Council's Code of Conduct, they are required to declare any disclosable pecuniary interests or other interests that have not already been declared in the Council's Register of Interests.
- 2 Minutes of the Meeting held on 18 September 2018 - for Approval
- 3 Town Mayor's Announcements
- 4 Clerk's Report - see attached
- 5 Adjournment of 15 Minutes for Members of the Public to raise matters in relation to any items on the Agenda.
- 6 Adjournment of 15 Minutes for County Councillors to raise matters
- 7 Minutes of the Planning Committee Meetings of 18 September and 2 October 2018 for Noting
- 8 Minutes of the Administration Committee Meeting of 9 October 2018 for Approval.
- 9 Notes of the Meeting of the Events Working Group held on 25 September 2018 – for Noting.
- 10 Minutes of Urgency Committee Meetings held on 14 September 2018 and 5 October 2018 for Noting.
- 11 Black Bourton Cemetery – Control of Rabbits – See attached Report – Town Clerk
- 12 Applications for Grant, previously circulated: -
 - a. Cotswold Flower Club.
 - b. Carterton Football Club.
- 13 Allotments Association – Request for Funding attached.
- 14 Amenities Works for Authorisation – see attached.
- 15 Financial Statement to 30 September 2018.
- 16 Details of income received during September 2018 for Noting.
- 17 Details of Debit Card Transactions in September 2018 for Noting.
- 18 Accounts for Payment for October 2018 - see attached for Approval.
- 19 **Public Bodies (Admission to Meetings) Act 1960 – Press and Public are excluded from the meeting at this point as confidential items follow.**
- 20 Confidential items from Town Council Minutes of 18 September 2018 for Approval.
- 21 NJC Pay Review – Final Item from Administration Committee Minutes.
The Administration Committee RECOMMENDED that Council adopts the NJC Pay Scales for staff 2018/2019 back dated to 1 April 2018.

Clerk's Report – 16 October 2018

1. **Training Course** - I attended a Red Cross First Aid Course.
2. **Correspondence** – the previous distributor of the Crier has lodged a claim in the Small Claims Court for 50% of one month's delivery charge - £475. I have responded that the Council will seek to dispute the claim.
3. **Commemorative Poppy Display** - Request for Councillor assistance to display and remove the Poppies twice daily, 9.00am and 5.00pm – week commencing 5th November 2018.
4. **Christmas Closure** - The Town Hall will be closed to the public from 12 noon on 24th December 2018 until 9 am on Wednesday 2nd January 2019.
5. **Diary Dates**

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| Tuesday 6 November | Planning Committee |
| Sunday 11 November | Remembrance Sunday |
| Tuesday 20 November | Planning & Town Council |

**R Spurs
Town Clerk**