

Marlborough Town Council

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COUNCIL OFFICES
5 HIGH STREET
MARLBOROUGH
WILTSHIRE
SN8 1AA

20th June 2018

Dear Councillor,

I hereby summon you to a meeting of **Marlborough Town Council**, which will be held on Monday, **25th June 2018** in the **Council Chamber, Town Hall at 7.00pm**.

Yours faithfully

Mrs S A Parker, PSLCC
Town Clerk

The meeting will be preceded by a presentation by representatives from the Marlborough Rugby Football Club which will start at 6.30pm

- a) **Prayers**
- b) **Public Question Time** (not to exceed 10 minutes and limited to 1 question per person unless time permits otherwise)
- c) **Crime and Disorder** – a member of the Wiltshire Constabulary will be invited to give a report and answer questions from Councillors and members of the public (not to exceed 10 minutes)
- d) **To receive Questions to and from Wiltshire Councillors** (not to exceed 10 minutes)

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest and Requests for Dispensations**
 - a) To receive any Declaration(s) of Interest under Marlborough Town Council's Code of Conduct issued in accordance with the Localism Act 2011.
 - b) To consider any dispensation requests received by the Town Clerk
3. **Mayor's Announcements**
4. **Minutes**

To approve and sign as a correct record the minutes of the Annual Meeting of the Town Council held on Monday, 21st May 2018
5. **Town Clerk's report**

To note the Town Clerk's Report
6. **Membership of Committees**

To consider appointments to any remaining vacancies on Standing Committees and Sub-Committees
7. **Electoral Review of Wiltshire Council**

To consider feedback to the current consultation on an Electoral Review of Wiltshire Council as commissioned by the Local Government Boundary Commission for England
8. **Asset Register**

To note an amendment to the register of insured land and assets

- 9. Review of Effectiveness of the System of Internal Control**
To note a report by the Town Clerk about the effectiveness of the system of internal control
- 10. Internal Audit Report 2017/18**
To note the final Internal Audit Report for 2017/18
- 11. Annual Governance Statement 2017/18**
To approve the Annual Governance Statement at Section 1 of the for signature by the Town Mayor/Chairman of the Council and the Town Clerk/Responsible Finance Officer
- 12. Annual Accounting Statements 2017/18**
To consider and approve the Annual Accounting Statements at Section 2 of the Annual Governance and Accountability Return (AGAR) ahead of signature by the Town Mayor/Chairman of the Council
- 13. Ear Marked Reserves**
As recommended by the Finance and Policy Committee at its meeting of 19th March 2018 (Min.618/17) to consider and approve Ear Marked Reserves for 2018/2019
- 14. Christmas Lights Switch-on Event**
To note the minutes of the Christmas Lights Switch-on Committee which met on 5th June 2018
- 15. Christmas Lights**
To note a report by the Office Manager and consider expenditure for replacement lights and fittings
- 16. Review of the Civic Award Scheme**
To note the Town Clerk's report and consider a review of the current scheme
- 17. Consultation on proposed closure of Everleigh Household Recycling Centre**
To consider whether to submit a corporate response to a Wiltshire Council consultation about closure of Everleigh Household Recycling Centre
- 18. Possible Twinning between Marlborough and St Denis d'Anjou**
To consider a request about a possible twinning with Saint-Denis-D'Anjou
- 19. Grants Policy**
To consider adopting a reviewed Grants Policy as recommended by the Finance and Policy Committee as its meeting of 18th June 2018
- 20. Marlborough Business Awards**
To consider a request from Marlborough College to endorse a proposal to host The Marlborough Business Awards
- 21. Liaison with Outside Bodies**
Members to offer updates on their representational roles to outside bodies
- 22. Committee Minutes** - In accordance with para 3.1 of the Scheme of Delegation, to note the approved minutes of the following Committee meetings: **Planning – 9th April, 30th April and 29th May – Amenities and Open Spaces – 12th March - Finance & Policy – 19th March** These minutes have been approved by Committee. All have been circulated to Members and are available to download from www.marlborough-tc.gov.uk or from the Town Council offices. Other meetings have taken place but, minutes are not yet approved so remain in draft form
- 23. Member's Question Time** - Questions to be submitted to the Town Clerk by midday on the day of the meeting and not to exceed 10 minutes.
- 24. To authorise the fixing of the Common Seal of the Marlborough Town Council to all documents necessary to give effect to the decisions of the meeting**