18th January 2021

Dear Councillor,

**NOTICE OF MEETING – ASHBY de la ZOUCH TOWN COUNCIL**

A meeting of the Ashby de la Zouch Town Council will be held remotely by Zoom at 6.30 p.m. on **MONDAY 25th JANUARY 2021**.

All members of the Town Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

Due to the Covid-19 pandemic the Town Council, and all of its Committees, will meet by Zoom for the foreseeable future.

To join the meeting by Zoom please use the following link: <https://zoom.us/s/96253737364>

Meeting ID: 962 5373 7364

Passcode: 756221

Members of the public and the press are welcome to attend by using the above details. If you encounter any difficulties please contact the Town Council office by 1.00pm on the day of the meeting.

Yours sincerely,

Jack Fargher

Town Clerk

## AGENDA

1. **APOLOGIES.**

To receive apologies for absence.

1. **PUBLIC PARTICIPATION SESSION.**

Members of the public may ask questions, make representations, answer questions and give evidence in respect of the business on the agenda.

1. **DECLARATIONS OF INTEREST.**

To receive any Declarations of Interest in accordance with the Code of Conduct.

1. **DISPENSATIONS.**

To receive any applications for dispensation.

1. **CHAIRMAN’S REPORT.**

To receive a brief verbal report on the recent activities of the Mayor.

**6.** **MINUTES OF PREVIOUS MEETING. Annex 1.**

To confirm the minutes of the meeting of the Town Council meeting held on Monday 26th October 2020.

**7. PLANNING & TRANSPORTATION COMMITTEE. Annex 2.**

To receive and to adopt the minutes of the meeting of the Planning & Transportation Committee held on Monday 9th November and 14th December 2020.

1. **LICENSING COMMITTEE. Annex 3.**

To receive and to adopt the minutes of the meeting of the Licensing Committee held on Monday 21st December 2020.

1. **PARKS & CEMETERY COMMITTEE. Annex 4.**

To receive and to adopt the minutes of the meeting of the Parks & Cemetery Committee held on Monday 30th November 2020.

**10. FINANCE, TOURISM & ADMINISTRATION COMMITTEE. Annex 5**.

To receive and to adopt the minutes of the meeting of the Finance, Tourism & Administration Committee held on Monday 11th January 2021.

1. **EVENTS & ENTERTAINMENT COMMITTEE. Annex 6.**

To receive and to adopt the minutes of the meeting of the Events & Entertainment Committee held on Monday 7th December 2020.

1. **TOWN COUNCIL REPRESENTATIVES ON OUTSIDE BODIES. Annex 7**.

To receive reports (if any) from Town Council representatives to outside bodies.

1. **ACCOUNTS FOR PAYMENT. Annex 8.**

To approve the accounts for payment in the sum of £5,631.61 as shown attached.

1. **INTERNAL AUDIT REPORT 2020. Annex 9.**

To approve the following recommendations from the Finance, Tourism & Administration Committee held on Monday 11th January 2021:

1. to set a target for the level of general reserves to be held by the Town Council at or around £200k by 31st March 2024 in accordance with Section 5.32 of Governance and Accountability for Smaller Authorities in England (March 2020);
2. to approve an initial investment of £100k with the Public Sector Deposit Fund (PSDF) of the Churches, Charities & Local Authorities (CCLA) in order to spread the financial risk of the Town Council if it’s banking institution failed, by using an investment product designed for local authorities;
3. to approve a draft Investment Policy;

and the following recommendation from the Responsible Finance Officer:

(i) to delegate to the Finance, Tourism & Administration Committee and the Responsible Finance Officer of the Town Council responsibility for day-to-day management of the investment portfolio, including the movement of funds between the Town Council’s bank account and the CCLA.

1. **APPROVAL OF DRAFT PRECEPT DEMAND FOR 2021/22. Annex 10.**

To approve the draft precept demand, as recommended by the Finance, Tourism & Administration Committee on Monday 11th January 2021, for the financial year 2021/22 in the sum of **£514,808.34.**

1. **APPROVAL OF DRAFT BUDGET FOR 2021/22. Annex 11.**

To approve the Town Council’s draft budget, as recommended by the Finance, Tourism & Administration Committee on Monday 11th January 2021, for the financial year 2021/22.

1. **ASHBY’S MARKET CHARTER. Annex 12.**

This agenda item has been deferred from the Events & Entertainment Committee meeting on Monday 7th December 2020. The Town Council is invited to consider the following four actions as proposed by Councillor Dr. B. Kneale:

1. to seek independent legal advice on the issues surrounding lease and the market licence to DRL;
2. make a formal complaint to NWLDC on behalf of the residents of the town on the lack of transparency on the calculation of the rent for the Town Hall and Market Hall and the failure of the District Council to enforce the covenants within the lease, including the surveys of the fabric of the building;
3. issue a request to the District Council to improve its market website to include clearly outlines the relevant covenants with the lease to the Market Hall, promotes the use of the Market Hall on its market website as a potential temporary market for market traders including the process to be followed in applying for a temporary market and as a public space for community events;
4. that the Town Council advertises on its website, and in social media, the use of the Market Hall as a potential temporary market for market traders and public space for community events.

***As the following agenda item includes confidential information it is likely to be considered with members of the public excluded from the meeting in accordance with The Public Bodies (Admissions to Meetings) Act 1960 and the Local Government Act 1972 sections 100 and 102 for the reason that the nature of the business of the Town Council is of a confidential nature.***

1. **CIVIC AWARD 2020. Annex 13.**

To consider the nominations for the Civic Award 2020 (three nominations).

1. **YOUTH AWARD 2020.**

To consider a nomination for the Youth Award 2020 (one joint nomination).