



EVESHAM TOWN COUNCIL
MEETING OF THE TOWN COUNCIL



Notice is hereby given that a meeting of the **TOWN COUNCIL** will be held in the Council Chamber, Town Hall, Evesham, at 6.30pm on **MONDAY 13 JULY 2015** to which you are hereby summoned for the transaction of the business specified below.

Admission of the Public and Media

Members of the Public and Media are welcome to attend in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1.

Public Participation

Public Participation is welcomed and will be in accordance with Standing Order 3(e) to 3(j) on a matter before the Council. It would be helpful if anyone wishing to participate would contact the Town Council on 01386 443322, email townclerk@eveshamtowncouncil.gov.uk, or in person, prior to the meeting.

AGENDA

- 1. Apologies for Absence**
- 2. Declarations of pecuniary or other interest (if any)**
- 3. Announcements by the Town Mayor**
- 4. Battle of Evesham Festival**
Verbal update to be given by the organiser
- 5. Minutes of the Previous Meetings**
Minutes of the Meetings held on 18 May 2015 and 19 May 2015 are circulated with the agenda for adoption as a true record.
- 6. Committee Minutes**
To receive the committee minutes including decisions taken under delegated authority
 - a) Planning and Estates Committee – 3 June 2015 (attached)
No recommendations to Council
 - b) Extraordinary Meeting of the Personnel Committee – 8 June 2015 (attached)
To consider the following recommendations to Council:

Minute 5: It was agreed to **RECOMMEND** to the Town Council that it appoints a Manager based on the job description and person specification as attached at appendix B (to the minutes). It was also agreed that the post should be advertised using the pay scale £25,440 to £32,778, to attract a wide ranging of applicants.

Minute 6: Members agreed that the extra duties and responsibilities should be recognised financially and it was **RECOMMENDED** to Council that the senior officers are temporarily paid at scale 19 for the duration that there is no manager, and

that this is backdated. It was also **RECOMMENDED** that the assistant officers who become key holders are given an additional monthly payment of £20 in recognition.

- c) Finance and General Purposes Committee – 15 June 2015 (attached)
To consider the following recommendation to Council:

Minute 10: It was **RECOMMENDED** to the Council that £10,000 is allocated to the Town Plan committee from the Elections budget heading (budget code 398).

- d) Planning and Estates Committee – 24 June 2015 (attached)
No recommendations to Council
- e) Town Plan Committee – 29 June 2015 (attached)
No recommendations to Council

7. Co-option of three members to the Town Council

Clerk's report and supporting applications attached

8. Appointment to committees

Town Clerk's report attached

9. Finance

Town Clerk's report attached

10. Request to change day and time of the Planning and Estates Committee meetings

Town Clerk's report attached

11. Reports from Council's Representatives

Members wishing to make a report under this item should advise the Town Clerk prior to the commencement of the meeting.

12. Matters of urgency raised, for information only, at the discretion of the Town Mayor

notice of which is to be given prior to the commencement of the meeting.



Stuart Carter
Town Clerk

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Copies of non confidential reports are available on request.