



Bude-Stratton Town Council
Parkhouse Centre
Ergue-Gaberic Way
Bude
EX23 8LD
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To all members of the **Town Council**

Dear Councillor

You are summoned to attend a meeting of the **Full Council** meeting in the **Council Conference Room**, The Parkhouse Centre, Bude on **Thursday 6th June 2019** at **6.30pm** for the purpose of transacting the under mentioned business.

The press and public are invited to attend.

Keith Cornwell –Town Clerk & RFO
Date of issue – 31st May 2019

AGENDA

1. To receive and accept apologies for absence
2. To receive declarations of registered and non-registered disclosable pecuniary interests and non-registerable interests
3. Dispensations: to consider requests for dispensations (*for which a 'Dispensation Request' form must have been completed and submitted to the Proper Officer at least 3 working days prior to the Meeting*)
4. Minutes – Full Council: To receive, confirm and sign the Minutes of the Full Council Meeting held on 2nd May 2019
Minutes – Committees: To noted
 - i) Planning Committee – 16th May 2019
 - ii) Communities Committee -9th May 2019
 - iii) Environmental Committee – 16th May 2019
 - iv) Finance & Properties Committee – 23rd May 2019To receive and note the Minutes of the Committee Meetings listed above (i-ii) (acting under delegated authority)
5. Public participation – a maximum of 15 minutes for public present to make comments concerning the business of the current Council (*maximum of 2 minutes per person - dependent on numbers present; questions must be directed through the Chairman*)
6. To receive Bude Police / Tri-Services Safety Officer's Report
7. To discuss a request from Light Up Bude for Town Council assistance with the Christmas Lights
8. Opportunity for Cornwall Councillors present to discuss Cornwall Council issues relevant to BSTC
9. Mayor's report
10. Correspondence received – to note (if any) - *copied to all Councillors*
11. To receive reports of Meetings (non-committee) from Councillors (if any)
12. Committee Membership – to appoint vacancies for the following Committees of the Council
 - i) Environmental Committee (1 voting member)
 - ii) Planning Committee (1 voting member)

13. To approve an Environmental Policy for the Town Council
14. To consider proposals for Bude-Stratton Town Council's approach to the Community Governance Review and agree the next steps
15. To consider renaming the Ivor Potter Hall and agree any actions
16. Year end accounts approval:
 - (i) To consider and note the year-end Internal Audit Report 2018/19
 - (ii) To consider and note the report on the 2018/19 year-end financial position
 - (iii) To approve reserve movements for the year ended 31st March 2019 and the allocation of reserves for the start of the 2019/20 accounting year
 - (iv) To approve movements on the Asset Register at the year-end 2018/19
 - (v) To approve the Chairman's signing of the year-end bank reconciliation
 - (vi) Consideration and approval of the 'Annual Governance Statement 2018/19 for the Annual Return for the year ended 31st March 2019
 - (vii) Consideration and approval of the 'Accounting statements 2018/19 for the Annual Return for the year ended 31st March 2019
17. Code of Conduct – to receive CCN040/18/19 Decision Notice, Councillor P Moores, Bude-Stratton Town Council and agree any necessary actions
18. Financial Report:
 - i) Schedule of Payments made – 24th May 2019 – 6th June 2019
 - ii) Schedule of Payments to be made – 7th June 2019