

# DURSLEY TOWN COUNCIL

Jacob's House, Castle Street, Dursley, Glos GL11 4BS  
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29<sup>th</sup> October 2024

## TO: EACH MEMBER OF DURSLEY TOWN COUNCIL

You are hereby summoned to a meeting of the Dursley Town Council which will be held on Tuesday 5<sup>th</sup> November 2024 at 7.00 pm in the Community Meeting Room, Fire Station, Kingshill Road, Dursley.

**Please ensure that you have read the agenda and associated documents before the meeting. Minutes are available on the Council's Website [www.dursleytowncouncil.gov.uk](http://www.dursleytowncouncil.gov.uk). Should you require any additional information on any of the items, please contact the office prior to the meeting.**

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equalities, Crime & Disorder, Health & Safety and Human Rights.

Yours faithfully,



John Kay  
Town Clerk

## AGENDA

1. To receive apologies for absence.
2. To receive any Members' Declarations of Interest.
3. To consider any expressions of interest for the Councillor Vacancy in the Highfields Ward.
4. To receive any urgent representations from County and District Councillors.
5. To receive an update from the Town Mayor.
6. To receive any representations from the public.
7. Minutes

To confirm and sign the Minutes of the Meeting of the Council held on Tuesday 1<sup>st</sup> October 2024.

8. Business Relating To Council Finance

Regarding Council's accounts for the Financial Year 2024/25

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- 8.1 To resolve that the schedules of payments since the last Council meeting be authorised and signed by the Mayor (Members: copy attached).
- 8.2 To resolve that the Bank Reconciliation be authorised and signed by the Mayor (Members: Reconciliation, uncashed payments/receipts attached).
- 8.3 To note the receipts received since the last Council meeting (Members: copy attached).
- 8.4 To note the income and expenditure summary reports for 2024/25 (Members: copies attached)

### **Regarding Councils Budget for Financial Years 2025 to 2028**

- 8.5 To provisionally agree a Budget for the financial years 2025-2028:
  - i) to consider the draft estimates of Council's income and expenditure for the financial year 2025–26, to confirm a provisional budget and precept. (Members: copies of the budget summary, key points, individual committee budgets, salaries, precept calculation and reserves attached).
  - ii) to consider the draft estimates of Council's income and expenditure for the financial years 2026–28, to confirm a provisional budget. (Members: copies of the budget summary, key points, individual committee budgets, salaries, precept calculations and reserves attached).

### **9 Business Relating to Town Improvements & Amenities**

- 9.1 To receive the Minutes of the Town Improvements Committee meeting held on 8<sup>th</sup> October 2024.
- 9.2 To receive a report from the Committee Chair, if necessary.
- 9.3 To receive an update on tourism projects and activities.

### **10 Business Relating to Green Spaces**

To receive a report from the Committee Chair, if necessary.

### **11 Business Relating To Planning**

- 11.1 To receive the Minutes of the Planning Committee meeting held on 15<sup>th</sup> October 2024.
- 11.2 To receive a report from the Committee Chair, if necessary.

### **12 Business Relating To Policy and Finance**

- 12.1 To receive the Minutes of the Policy & Finance Committee meeting held on 8<sup>th</sup> October 2024.

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12.2 To receive a report from the Committee Chair, if necessary.

### 13 **Business relating to Staff**

13.1 To receive the Minutes of the Staffing Committee meeting held on 15th October 2024.

13.2 To receive a report from the Committee Chair, if necessary.

### 14 **Councillors Reports**

To receive any Councillor reports or attendance at meetings.

### 15 **The Clerk's Report**

To receive a verbal report from the Town Clerk.

### 16 **Inspections**

To note that the following Councillors are scheduled to make inspections:

Green Spaces:

	<b>Cemetery/ Allotment</b>	<b>Kingshill Play Area</b>	<b>WMRG</b>	<b>St Marks</b>	<b>Highfields Play Area</b>
<b>Nov</b>	M PATRICK	A STENNETT	A WHITE	P HAYES	J RUBIN
<b>Dec</b>	M NICHOLSON	M STENNETT	M PATRICK	M NICHOLSON	A ROWE

Street Furniture & Car Park:

	<b>Highfields</b>	<b>Kingshill</b>	<b>Central</b>	<b>Long Street Car Park</b>
<b>Nov</b>	A ROWE	J RUBIN	D HORN	B SCHOOMBIE
<b>Dec</b>	K EALES	M PATRICK	P HAYES	L PATRICK

Internal audit checks:

<b>Nov</b>	M NICHOLSON
<b>Dec</b>	B SCHOOMBIE

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**The following business will be dealt with in a closed session:**

- 17.** To resolve to exclude the press and public from the remainder of the meeting by reason of the confidential nature of the business.
- 18.** To agree to sign the License to Occupy notice relating to Long Street Car Park (Members: Notice attached)
- 19.** To consider the quotes received for the Cleaning Maintenance Contract. (Members: Tender comparison attached)