



EMERSONS GREEN

TOWN COUNCIL

Westerleigh Road, Emersons Green, South Gloucestershire, BS16 7AN

Clerk: Kath MacConnachie

Tel: 0117 3026989

4 March 2022

Dear Councillor

Be pleased to take notice a **Full Council meeting of Emersons Green Town Council** will be held in **The Council Chamber of Emersons Green Town Council** on **Thursday 10 March 2022 at 19:00**. All Members of the Council are hereby **summoned** to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Kath MacConnachie, Town Clerk

Emergency evacuation procedure: Leave via the Emergency Exit within the Council Chamber or out of the Main Entrance and convene in the Town Council Parking Spaces within the Car Park

AGENDA

Members are reminded that Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity.

1. **To nominate a member to Clerk the meeting**
2. **Apologies**
3. **Declarations of Interest under the Localism Act 2011**
4. **Public participation** (not to exceed 5 minutes per person)
5. **To approve the minutes of the Full Council meeting held on 10 February 2022**
6. **Outstanding items from these minutes**
7. **Planning Committee update**
 - To receive a verbal report from the Chairman
8. **Finance Committee update**
 - To receive a verbal report from the Chairman
9. **Open Spaces Committee update**
 - To receive a verbal report from the Chairman
10. **Climate Emergency Working Group update**
 - To receive a verbal report from the group
11. **Progress review of the Climate Emergency Action Plan**

- 12. Review of the EGTC Risk Register**
- 13. To confirm continued NALC membership for 2022/23**
- 14. New Local Plan – Phase 2 Consultation**
 - To consider and agree response
- 15. To consider writing to the Secretary of State for Levelling Up, Housing and Communities in respect of remote and hybrid meetings**
 - To consider the following proposed resolution:

‘This Council supports the petition launched by ADSO and LLG on 5 January with regard to remote and hybrid meetings. We agree to write to the Secretary of State for Levelling up, Housing and Communities calling on the Government to change the law to allow councils the flexibility to hold such meetings when they deem appropriate within agreed rules and procedures’
- 16. To consider whether to run the Design A Christmas Streetlight Competition in 2022 (Events Budget)**
- 17. To delegate powers conferred on the Town Clerk and Responsible Finance Officer in the Standing Orders and Financial Regulations to other Officers (the Assistant Clerks) until a new Town Clerk, or Locum, commences in post**
- 18. Appointment of a Locum Town Clerk and RFO**
 - To approve expenditure under the ‘Legal and Professional’ budget line to fund a Locum Town Clerk and RFO
 - To agree to delegate the decision to appoint a Locum to an Officer
- 19. Recruitment of Town Clerk and Responsible Finance Officer**
 - To delegate the authority to appoint to an Officer, based on the decision of the interview panel or;
 - To delegate the authority to appoint to the Personnel Committee
- 20. To approve overtime for the Assistant Clerks**
 - To approve overtime expenditure for the Assistant Clerks, as agreed with the Chairman or the Chairman of the Personnel Committee, to cover additional workload as a result of there being no Clerk in post
- 21. To appoint a member to the Personnel Committee**
- 22. To consider suspending Finance Committee meetings until a new Town Clerk commences in post, and to consider Finance Committee business at Full Council meetings in the interim period**
- 23. To authorise March payments as per circulated schedule**
- 24. To delegate to the Assistant Clerk (Finance) to arrange for the payment of additional invoices received before month, with these additions to the payments schedule to be reported to the next Full Council meeting**

25. Items from members to report

26. Next Meeting

19:00 14 April 2022 in the Council Chamber of Emersons Green Town Council