

# HUNGERFORD TOWN COUNCIL

The Mayor  
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The Town Clerk  
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30<sup>th</sup> January 2024

To: Cllrs Simpson, Knight, Hudson, Winsor, Alford, Fyfe, Schlanker, Keates, Carlson, Greenwell, Cusack, Armstrong, Cole and Coulthurst.  
To District Cllrs, Police and press

You are summoned to a **Meeting of the Full Council** to be held on **Monday 5<sup>th</sup> February 2024 at 7 pm** in the **Library, Hungerford**

## The meeting is open to press and public.

At **7.00pm** a report will be received from the **Police**. At **7.05 pm** there will be a **public forum** to allow questions from the electors **followed by a presentation from Suzanne, Hungerford Nursery**.

*Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda, providing they do so within the 15 minutes allotted time period (limited to 3 minutes per speaker) given at the beginning of each meeting. **Any questions should be submitted in advance by 2pm on the day of the meeting.** Public will not be permitted to interrupt, question or participate at any other point during the meeting unless invited to do so by the Chair. Timings will be at the discretion of the Chair*

Mrs Claire Barnes, Town Clerk

## AGENDA

- FC20240020 Note apologies for absence.
- FC20240021 Declarations of interest.
- FC20240022 Approval of Minutes of the Full Council meeting of 2<sup>nd</sup> January 2024, and Extraordinary meeting of 22<sup>nd</sup> January 2024 and outcome of actions.
- FC20240023 To receive written applications for the office of Town councillor and to Co-opt candidates to fill existing vacancies.
- FC20240024 Receive Mayor's Report. Presentation of Mayor's award.
- FC20240025 Receive District Councillor's Reports.
- FC20240026 Health & Safety – Any complaints or concerns.

- FC20240027** Receive any Committee reports (no more than 3 minutes per report).
- FC20240028** Update on installation of Changing Places Facility – refer to final plans.
- FC20240029** Approve asset register - (refer to document)
- FC20240030** Propose acceptance of the Local Council Risk System (LCRS) as agreed by all committees.
- FC20240031** Review and propose the Interim Internal Audit Report – (refer to document)
- FC20240032** Propose agreement of Internal Controls document as reviewed by F&GP committee. (refer to document)
- FC20240033** Financial regs amendment – Propose changes to requirement for authority for items under £100.
- FC20240034** Review inflation rate increases for the Croft Field Activity Centre, St Saviour’s Cemetery, Memorial benches and Triangle Field and propose approval of documents with any amendments. All the rates have been increased by RPI (at 5%).
- FC20240035** Receive report on Streetlights following changes effective from April 2025 – Cllr Schlanker
- FC20240036** Propose authorisation of payment run (circulated along with copies of invoices) for January. Propose amendment to December payment run.
- FC20240037** Propose Year to date accounts – refer to circulated Income/Expenditure Report.
- FC20240038** Receive report from Hungerford Neighbourhood Plan Project Team – Cllr Hudson
- FC20240039** Receive report on Town Centre Strategy – Cllr Cole
- FC20240040** Consider expenditure for new and replacement Christmas Lights
- FC20240041** Any other Reports (3 minutes each) not to include any proposals.

## **PART 2 Confidential**

The public and press may be excluded from the meeting on the grounds that publicity might be prejudicial to the public interest as per the Public Bodies (Admissions to Meetings) Act 1960.

- FC20240042** Note appointment of new Admin Assistant.
- FC20240043** Agree staff training.
- FC20240044** To note bank signatories as requested by auditor (propose Part 2 report)

