



## MADELEY TOWN COUNCIL

Jubilee House  
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Town Clerk: Alison Hinks  
29 January 2025

Notice is hereby given that the next meeting of **Madeley Town Council** will be held on **Monday 3 February 2025** commencing at **6.30 pm** at **Jubilee House, High Street, Madeley.**

### AGENDA

1. Apologies for Absence – to approve
2. Remarks from the Mayor
3. Public Discussion
4. Declaration of Interests
5. Minutes  
Minutes of the Annual Council Meeting held on 2 December 2024 – *to confirm and approve* **APPENDIX A**
6. Appointment of Chair of Finance & General Purpose Committee
7. Appointment of Councillor to The Leisure & Community Committee
8. Services Report – *to note* **APPENDIX B**
9. Projects Report – *to note* **APPENDIX C**
10. Committee Meetings – *to note*
  - 10.1 Draft minutes from Leisure & Community Committee – 6 January 2025 **APPENDIX D**
  - 10.2 Draft minutes from Environment Committee – 13 January 2025 **APPENDIX E**
  - 10.3 Draft minutes from Finance & General Purpose Committee – 20 January 2025 **APPENDIX F**
11. Budget and Financial Reports – *to note, discuss and agree*
  - 11.1 Expenditure paid from 01 October – 31 December 2024 **APPENDIX G**
  - 11.2 Income received from 01 October – 31 December 2024 **APPENDIX H**
  - 11.3 Budget Cashbook Report from 01 October – 31 December 2024 **APPENDIX I**
  - 11.4 2024-25 Budget Monitoring **APPENDIX J**
  - 11.5 2023-24 Internal Audit Action Plan **APPENDIX K**
12. Madeley Place Plan Project Update – *to review and agree* **APPENDIX L**
13. Policy Updates – *to review and agree*
  - 13.1 Draft Health & Safety Policy **APPENDIX M**
  - 13.2 Policy Review Update **APPENDIX N**
14. Change of Policy for Madeley Town Council Grant Application Process – to discuss and agree **APPENDIX O**
15. Councillor Representative for Severn Gorge Countryside Trust – to discuss and agree
16. Exclusion of Press and Public - That, because of the confidential nature of the business about to be transacted, councillors consider a resolution to exclude press and public from the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960 sec.1 to consider the following item –
  - 16.1 The Hub on the Hill Update – *to note*
  - 16.2 Staffing Update – *to note*
17. Correspondence
18. Information
19. Date of Next Meeting

The next meeting of Madeley Town Council is arranged for Monday 7 April 2025 at 6.30pm at Jubilee House, High Street, Madeley

*Alison Hinks*

Alison Hinks, Madeley Town Clerk