



# SHANKLIN TOWN COUNCIL

TOWN CLERK RFO MS STELLA JANEWAY *LL.B (Hons) CiLCA MSLCC*  
65 LANDGUARD ROAD  
SHANKLIN ISLE OF WIGHT PO37 7JX  
☎ 01983 865101  
✉ shanklintowncouncil@hotmail.com  
www.shanklintowncouncil.co.uk

STELLA JANEWAY  
TOWN CLERK

15<sup>th</sup> April 2024

MEMBERS OF SHANKLIN TOWN COUNCIL ARE SUMMONED TO A MEETING OF SHANKLIN TOWN COUNCIL TO BE HELD ON **THURSDAY 25<sup>th</sup> APRIL 2024 AT 19.00 AT FALCON CROSS HALL FALCON CROSS ROAD SHANKLIN ISLE OF WIGHT TO CONSIDER THE MATTERS SET OUT IN THE FOLLOWING AGENDA.**

*S. Janeway*

## TOWN CLERK RFO

- Please use the hand sanitiser on arrival
- Please **DO NOT** attend if you have any recognised Covid-19 symptoms
- Please consider **NOT** attending if you have been in close proximity to others with Covid-19
- Please respect others space.

## PUBLIC FORUM

**Members of the public wishing to speak should email the Town Clerk RFO before noon on 24<sup>th</sup>**

Members' of the public at the invitation of the Chairman are entitled to speak once on issues affecting the Town for no longer than 3 minutes. If more than one person wishes to speak on the same topic, they should nominate one person to speak on their behalf.

Any questions asked shall not require a response or debate.

The Chairman has the right to decide if a question or statement is inappropriate & will not be accepted.

All persons present will act respectfully towards every other person present or they will be excluded.

Members of the public are respectively asked to remain silent on commencement of the meeting & throughout.

## AGENDA

1. **19.05pm** Apologies for absence
2. **19.10pm** Declarations of interest & Dispensations
  - 2.1 Declarations of interest – Members are invited to declare any interest, including the nature & extent of such interests, that they may have in any items to be considered at this meeting. (If the interest is pecuniary, members should leave the meeting at the appropriate time).  
Members' to declare by voicing and/or completing the form distributed at the meeting
  - 2.2 Dispensations – To receive written requests for dispensations for disclosable pecuniary interests (if any)
  - 2.3 To grant any requests for dispensations as appropriate

3. **19.15pm** Report of the Town Mayor
4. **19.20pm** To approve the Minutes of the Town Council Meeting held on 29 February 2024 & to note matters arising, which do not require formal resolution (**herewith**) **WHITE**
5. **19.25pm** Accounts:
  - 5.1 Accounts for approval February 2024 (**herewith**) **PINK**
  - 5.2 Bank reconciliation February 2024 – Town Mayor Cllr. R. May to confirm the bank reconciliation as correct
  - 5.3 Accounts for approval March 2024 (**herewith**) **PINK**
  - 5.4 Bank reconciliation March 2024 – Town Mayor Cllr. R. May to confirm the bank reconciliation as correct
6. **19.30pm** Internal Audit Report 2023/2024 Regulation 5(1) Accounts & Audit Regulations 2015 – To receive, approve & adopt the final Internal Auditor's Report for the year ending 31<sup>st</sup> March 2024 (**herewith**) **LIGHTGREEN/WHITE**
7. **19.35pm** Annual Accounts for the year ending 31<sup>st</sup> March 2024 – To receive, approve & adopt the internally audited annual accounts as prepared by the Town Clerk RFO s.11 The Accounts & Audit Regulations 2015 (**herewith**) **YELLOW/WHITE**
8. **19.40pm** Annual Governance & Accountability Return 2023-2024 (pages 1 & 2) (**herewith**) **WHITE**
9. **19.45pm** Annual Governance & Accountability Return 2023-2024 (page 3) - To receive the Annual Internal Audit Report 2023-2024 as completed by the Internal Auditor (**herewith**) **WHITE**
10. **19.50pm** Section 1 – The Annual Governance Statement 2023-2024 (page 4) – To receive & approve Section 1 & to approve the signing by the Town Clerk RFO & Chairman s.12(2)(a)(b) The Accounts & Audit Regulations 2015 (**herewith**) **WHITE**
11. **19.55pm** Section 2 – the Accounting Statements – 2023-2024 (page 5) – To receive & approve Section 2 previously signed by the Town Clerk RFO & to approve signing by the Chairman s.12(2)(c) – The Accounts & Audit Regulations 2015 (**herewith**) **WHITE**
12. **20.00pm** Section 3 – Annual Governance & Accountability Return 2023-2024 External Auditor's Report & Certificate 2023-2024 (page 6) to be completed by the External Auditor in due course
  - 12.1 Statement of no conflict of interests with External Auditors BDO LLP – To confirm by resolution that there is no conflict of interest & agree for Chair & Town Clerk RFO to sign the requisite form

13. **20.05pm** Notice of the period of the exercise of public rights & other information required by s.12(3)(a)(b) & s.14 The Accounts & Audit Regulations 2015 – To note notices will be displayed in accordance with the Regulations at the appropriate time
14. **20.10pm** Armed Forces Covenant
  - 14.1 To consider signing the Armed Forces Covenant (**herewith**) **LIGHT BLUE**
  - 14.2 To consider our commitment (**herewith**) **LIGHT BLUE**
  - 14.3 Invitation to attend 80 year Anniversary of D. Day (**herewith**) **WHITE**
  - 14.4 To consider signing the Armed Forces Covenant at the above event (**herewith**) **WHITE**
15. **20.15pm** Grant application – Community Action Isle of Wight – Requesting £10,000 s.19 Local Government (Miscellaneous Provisions) Act 1976 applies - application form & accounts (**herewith**) **ORANGE/WHITE**
16. **20.20pm** Request to waive hire fee Falcon Cross Hall – s.144 Local Government Act 1972 applies
  - 16.1 Shanklin carnival jumble sale 24 February in the sum of £63
  - 16.2 IW Carnival Federation – Cllr. D. Larner 8 February in the sum of £27
17. **20.25pm** IW. Council – Recharge of Bay Place Plan launch event in the sum of £353.90 (**herewith**) **RED**
  - 17.1 To agree the £350.90 should have come from the £10,000 we have already contributed to the project
  - 17.2 To agree to pay a contribution towards the Bay Place Plan launch event
18. **20.30pm** Chine Bluff toilets
  - 18.1 Structural Inspection Report – To discuss (**herewith**) **WHITE**
  - 18.2 Eddison's Valuation Report – To discuss (**herewith**) **PURPLE/WHITE**
19. **20.45pm** Members update (brief points not for discussion or decisions)
20. **20.50pm** Isle of Wight Councillor's Update