

MIDDLEWICH TOWN COUNCIL  
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## INTERNAL COMMITTEE

Minutes of a meeting of the Town Council's Internal Committee held by Zoom video conferencing on Tuesday 3<sup>rd</sup> November 2020, commencing at 7.15pm. The meeting was also streamed live on the Town Council Facebook page.

### PRESENT:

Councillors Jonathan Parry (Chairman), Carol Bulman, Mike Hunter, Pauline Hickey, David Latham, Graham Orme and Vicky Perez.

In Attendance:

Lisa Benskin – Town Clerk  
Nicola Antoney – Deputy Town Clerk

### INT 146 Apologies for Absence

Cllrs Gareth Williams (Business) and Sean Boyle (Health)

### INT 147 Declarations of Interest

Cllr Latham declared that he has previously worked with the company providing the asbestos report at item 8 of the agenda and has also provided advice on issues with the building previously.

### INT 148 Public Participation

None

### INT 149 To approve the minutes of the meeting held on 6<sup>th</sup> October 2020

It was **RESOLVED** that the minutes of the Internal Committee meeting held on 6<sup>th</sup> October 2020 be approved as a true record.

**INT 150 To note and approve payments to be made**

Members **RESOLVED** to approve the list of payments to be made.

**INT 151 To consider the Council and Committee income and expenditure**

Members reviewed and noted the Income and Expenditure reports.

**INT 152 To consider the draft Committee Budget for 21/22**

The Town Clerk went through the budget line by line explaining how the figures suggested by her had been calculated and the areas where there was more flexibility for the Committee to decide what they wished to spend money on and adjust.

**INT 153 To consider approving the carrying out of recommended Asbestos works**

The Town Clerk advised that this item had been placed on the Agenda as she had hoped to have received a quote from at least the contractor who carried out the report for their recommendations but this had not been received.

It was **RESOLVED** that the item be deferred to the next Internal or Full Council meeting following receipt of three quotes.

**INT 154 To consider some Pigeon proofing works to the front of the Victoria Buildings**

It was **RESOLVED** that Company B be appointed subject to them providing a quote for the removal of the existing eggs, young, birds and nests from the attic space and sealing of any entrance points.

**INT 155 To consider the installation of CCTV to the exterior of the building**

It was **RESOLVED** to appoint Company A to install CCTV at the Council offices with remote viewing.

**INT 156 Questions to the Clerk**

Cllr Perez highlighted a safeguarding issue for the Town Clerk to report.

**INT 157 To consider the Committee's Resolution Log**

The Town Clerk advised that she had not been able to update and provide the log in advance of the meeting as she had been on annual leave.

**PART 2**

**INT 158 To consider any ongoing or arising staffing issues**

An update was provided to the Committee with respect to ongoing staffing matters.

DATE OF NEXT MEETING: Tuesday 1<sup>st</sup> December at 7.15pm (via Zoom)