

NORMANTON TOWN COUNCIL

Mrs Donna Johnston FdA, FSLCC
Town Clerk & RFO

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PUBLIC NOTICE OF MEETING

An **ORDINARY MEETING OF NORMANTON TOWN COUNCIL** is to be held on **Tuesday 13th April 2021** at **6.30pm**.

In accordance with the Local Authority and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting is being conducted remotely via the Zoom video conferencing platform.

To join the meeting please use this link:

<https://zoom.us/j/92745124986?pwd=UFVWcVFLN1RBWmtlVGRiVk1vKzhWdz09>

Or log in to the Zoom App:

Meeting ID: 927 4512 4986

Password: 076849

You can telephone into the meeting on the following number and the log in details above:

0131 460 1196 (call charges may apply – you should check with your provider)

Yours sincerely

Mrs Donna Johnston FdA, FSLCC
Town Clerk & RFO.

AGENDA

- 1. Mayors Announcements**
To receive any announcements that the Mayor may wish to make (for information only).
The Mayors Chaplain will lead the Council in prayers.
- 2. Apologies for Absence**
To receive apologies and approve reasons for absence.
- 3. Declarations of Interest**
To receive any declarations of interest not already declared under the Council's Code of Conduct or members Register of Disclosable Pecuniary Interests.
- 4. Members of the Public**
To receive questions and comments from members of the public.
*Note: An answer to questions raised may not necessarily be available at the meeting. Issues may need further investigation or discussion. Such responses will be communicated in writing to the resident at a later stage.
- 5. Guest Speaker – Climate Change**
To receive a report on Climate Change from Councillor Jack Hemmingway, Portfolio Holder for Climate Change & Green Spaces.
- 6. Minutes – Council** **ENC A**
To receive and sign the minutes of a meeting of Normanton Town Council held on Tuesday 9th March 2021 (Minute Numbers 130 - 150; Pages 66 - 76) and approve the contents contained therein.
- 7. Minutes – Property Committee** **ENC B**
To receive the minutes of the Property Committee held on Thursday 11th March 2021 (Minute Numbers 15-20; Pages 6-8).
- 8. Minutes – Special Projects Committee** **ENC C**
To receive the minutes of the Special Projects Committee held on Wednesday 17th March 2021 (Minute Numbers 7-10; Pages 6-8).
- 9. Minutes – Property Committee** **ENC D**
To receive the minutes of the Property Committee held on Thursday 25th March 2021 (Minute Numbers 21-24; Pages 9-10)
- 10. Expenditure Requiring Approval by Council**
To consider the approval of expenditure above £5,000 in accordance with Financial Regulation 4.1.

At a meeting of the Property Committee held on Thursday 25th March 2021 at Minute Number 24, it was resolved that Tim Shearstone be appointed as the Mechanical and Electrical Consultant for the Town Hall Refurbishment Project at a cost of £5,950.00. This expenditure is affordable within the project budget.

Recommendation: That the Council approves this expenditure.

11. Correspondence

To receive any correspondence - for information only (unless otherwise stated).

- i) WMDC – Cycle Rack at Asda (response to consultation comments)
- ii) Leeds East Airport – Leeds East Airspace Consultation
<https://www.leedseastairport.co.uk/>
- iii) Leeds City Council – Oulton and Woodlesford Neighbourhood Plan Consultation
<https://www.leeds.gov.uk/planning/planning-policy/neighbourhood-planning/oulton-and-woodlesford-neighbourhood-plan>

12. Smiley SID

ENC E

To consider the draft Smiley Sid Policy, Risk Assessment and Hiring Agreements.

13. External Organisations

To receive updates from members who attend external organisations.

14. Outside Bodies

ENC F

To receive updates from Council representatives on Outside Bodies.

- i) Climate Change Focus Group Notes 18.03.21
- ii) Welbeck Liaison Group Report March 2021

15. Policies

ENC G

To review and adopt the enclosed policies.

- i) Recording at Meetings Policy
- ii) Subject Access Request Policy
- iii) Vexatious and Abusive Complainants Policy
- iv) Website and Social Media Policy

- 16. Delegated Decision Making** **ENC H**
To receive a report on any decisions made under Delegated Authority.
- 17. Freedom of Information Request**
To receive an update on a recent Freedom of Information request and the actions taken by the Town Clerk.
- 18. Invoices for Payment** **ENC I**
To consider the list of invoices due for payment in April 2021.
- 19. Payments made under Clerks Authority** **ENC J**
To receive the list of payments made under the Clerks Authority in March 2021.
- 20. Payments made by Card** **ENC K**
To receive the list of payments made by card in March 2021 under Delegated Authority.
- 21. Planning** **ENC L**
To consider the planning applications in the enclosed schedule.