

NORMANTON TOWN COUNCIL

Mrs Donna Johnston FdA, FSLCC
Town Clerk & RFO

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Our ref: DJ/hs
Date: 8th July 2021
Please Reply to: Donna

PUBLIC NOTICE OF MEETING

An **ORDINARY MEETING OF NORMANTON TOWN COUNCIL** is to be held on **Tuesday 13th July 2021** at **All Saints Parish Church, High Street, Normanton, WF6 1NT** at **6.30pm**.

Yours sincerely

A handwritten signature in black ink, appearing to be 'D Johnston', with a long horizontal flourish extending to the right.

Mrs Donna Johnston FdA, FSLCC
Town Clerk & RFO.

AGENDA

38. 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.

39. Apologies for Absence

To receive apologies and approve reasons for absence.

40. 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.

41. 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.

42. Minutes – Annual Meeting of Council

ENC A

To receive and sign the minutes of the annual meeting of Normanton Town Council held on Tuesday 4th May 2021 (Minute Numbers 1 - 37; Pages 1 - 15) and approve the contents contained therein.

43. Minutes – Staffing Committee

ENC B

To receive the minutes of the Staffing Committee held on Friday 23rd April 2021 (Minute Numbers 14-25; Pages 4-6).

44. Minutes – Finance Committee

ENC C

To receive the minutes of the Finance Committee held on Tuesday 27th April 2021 (Minute Numbers 30-40; Pages 11-14).

45. Minutes – Allotments Committee

ENC D

To receive the minutes of the Allotments Committee held on Thursday 29th April 2021 (Minute Numbers 30-42; Pages 9-13).

- 46. Minutes – Property Management Committee** **ENC E**
To receive the minutes of the Property Management Committee held on Thursday 10th June 2021 (Minute Numbers 1-7; Pages 1-3).
- 47. Queen’s Jubilee Obelisk Repairs 2019**
To receive an update on the ongoing issues with the repairs to the obelisk.
- 48. Correspondence**
To receive any correspondence - for information only (unless otherwise stated).
- i) St John the Baptist Primary School – To receive a series of letters from Year 3 pupils and an update from the Town Clerk on actions taken.
 - ii) WMDC – Cycle Rack Consultation – To receive an update following our comments into the consultation.
 - iii) Members of the Public – To consider the comments from three members of the public on the lack of public toilet facilities in Normanton Town Centre.
- 49. External Organisations**
To receive updates from members who attend external organisations.
- 50. Outside Bodies**
To receive verbal updates from Council representatives on Outside Bodies.
To receive the Welbeck Liaison Group Report (March 2021) **ENC F**
To receive the Climate Change Focus Group Notes (March 2021) **ENC G**
To receive the Welbeck Liaison Group Report (June 2021) **ENC H**
- 51. Stanley Ferry Sand & Gravel Quarry**
To appoint ONE representative to the Stanley Ferry Sand & Gravel Quarry Community Liaison Group.
- 52. Smiley SID** **ENC I**
To consider the draft Smiley Sid Policy, Risk Assessment and Hiring Agreements.

- 53. Policies**
- To review the Recording at Meetings Policy **ENC J**
 - To review the Subject Access Request Policy **ENC K**
 - To review the Vexatious and Abusive Complainants Policy **ENC L**
 - To review the Website and Social Media Policy **ENC M**
- 54. Delegated Decision Making** **ENC N**
- To receive the decisions made under Delegated Authority in May and June 2021.
- 55. Invoices for Payment** **ENC O**
- To consider the list of invoices due for payment in July 2021.
- 56. Payments made under Clerks Authority** **ENC P**
- To receive the list of payments made under the Clerks Authority in May and June 2021.
- 57. Financial Matters**
- To receive the Bank Reconciliation for April 2021 **ENC Q**
 - To receive the Bank Reconciliation for May 2021 **ENC R**
 - To receive the Bank Reconciliation for June 2021 **ENC S**
 - To receive the report of the Internal Auditor – 19th May 2021 **ENC T**
- 58. Planning** **ENC U**
- To consider the planning applications in the enclosed schedules.