

NORMANTON TOWN COUNCIL

Mrs Donna Johnston FdA, FSLCC

Town Clerk & RFO

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To all members of Normanton Town
Council

Our ref: DJ/hs

Date: 3rd December 2020

Please Reply to: Donna

Dear Councillor,

You are hereby summoned to attend an **ORDINARY MEETING OF NORMANTON TOWN COUNCIL** which is to be held on **Tuesday 8th December 2020 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/97512359202?pwd=NzBLQkFpN0prVUpSb0tWMUhaUG56dz09>

Or log in to the Zoom App:

Meeting ID: 975 1235 9202

Password: 997733

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)

IF YOU ARE UNABLE TO ATTEND, PLEASE SUBMIT YOUR APOLOGIES AND REASONS TO THE TOWN CLERK PRIOR TO THE MEETING.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Donna Johnston', written in a cursive style.

Mrs Donna Johnston FdA, FSLCC
Town Clerk & RFO.

AGENDA

- 1. Mayors Welcome and Announcements** **ENC A**
To receive a welcome from the Mayor of Normanton.

The Mayors Chaplain will lead the Council in prayers.

To receive any announcements that the Mayor may wish to make.
- 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. Minutes – Council** **ENC B**
To receive and sign the minutes of a meeting of Normanton Town Council held on Tuesday 10th November 2020 (Minute Numbers 62-81; Pages 38-45) and approve the contents contained therein.
- 6. Minutes – Special Projects** **ENC C**
To receive the minutes of a meeting of the Staffing Committee held on Wednesday 11th November 2020 (Minute Numbers 1-6; Pages 1-5) and approve the contents contained therein.
- 7. Minutes – Committee on Standards in Public Life Consultation Working Group** **ENC D**
To receive the minutes of a meeting of the Committee on Standards in Public Life Consultation Working Group held on Wednesday 18th November 2020 and approve the contents contained therein.
- 8. Minutes – Staffing** **ENC E**
To receive the minutes of a meeting of the Staffing Committee held on Friday 20th November 2020 (Minute Numbers 1-13; Pages 1-3) and approve the contents contained therein.

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| 9. | Rules for Public Session
To review and adopt the Rules for Public Session. | ENC F |
| 10. | Communications Protocol
To review and adopt the Communications Protocol. | ENC G |
| 11. | Press and Media Policy
To review and adopt the Press and Media Policy. | ENC H |
| 12. | Delegated Decision Making
To receive the record of decisions made using Delegated Authority. | ENC I |
| 13. | Wakefield District Local Plan 2036
To consider the consultation on the Publication Draft version of the Wakefield District Local Plan 2036. | ENC J |
| 14. | Wakefield MDC – Draft Taxi Policy Consultation
To consider the consultation on the draft taxi policy. | ENC K |
| 15. | Correspondence
To receive any correspondence for information only.
i) Normanton and Altofts Community Sponsorship Group
To receive a letter of thanks in respect of a Small Grant.
ii) Yorkshire Local Councils Associations
To receive an update on attendance and guest speakers.
iii) FCC Environment
To receive an update on the ‘housing proposal’ on Welbeck land.
iv) Normanton School Uniform Exchange
Letter of thanks in respect of a Small Grant
v) The Well Project Youth Club
Letter of thanks in respect of a Small Grant
vi) Altofts Community Sports Foundation
Letter of thanks in respect of a Small Grant | |
| 16. | External Audit
To receive the report of the External Auditors and agree the time period for the display of the notice of conclusion of audit. | ENC L |
| 17. | External Organisations
To receive updates from members who attend external organisations. | |

- 18. Outside Bodies**
To receive updates from Council representatives on Outside Bodies.
- 19. Invoices for Payment** **ENC M**
To consider the list of invoices due for payment in December 2020.
- 20. Payments made under Clerks Authority** **ENC N**
To receive the list of payments made under the Clerks Authority in November 2020.
- 21. Payments made by Card** **ENC O**
To receive the list of payments made by card in November 2020 under Delegated Authority.
- 22. Planning** **ENC P**
To consider the planning applications in the enclosed schedules.