

# NORMANTON TOWN COUNCIL

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Town Clerk & RFO

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## PUBLIC NOTICE OF MEETING

An **ORDINARY MEETING OF NORMANTON TOWN COUNCIL** is to be held on **Tuesday 10<sup>th</sup> November 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/92162761902?pwd=SSStcnZlUmxQY2U4Ly9MN0pTZkNBdz09>

Or log in to the Zoom App:

Meeting ID: 921 6276 1902

Password: 591685

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 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 13th October 2020 (Minute Numbers 40-61; Pages 29-37) and approve the contents contained therein.
- 6. Minutes – Property Management** **ENC C**  
To receive the minutes of a meeting of the Property Management Committee held on Wednesday 14th October 2020 (Minute Numbers 1-6; Pages 1-3) and approve the contents contained therein.
- 7. Minutes – Finance** **ENC D**  
To receive the minutes of a meeting of the Finance Committee held on Friday 30th October 2020 (Minute Numbers 1-10; Pages 1-3) and approve the contents contained therein.
- 8. Code of Conduct – Consultation** **ENC E**  
To consider the Council's formal response to the consultation by the Committee for Standards in Public Life

- 9. National Lockdown** **ENC F**  
To receive an update on the impact of the National Lockdown and the latest guidance from NALC
- 10. Local Government Transparency Code** **ENC G**  
To review the documents provided on the website under the Local Government Transparency Code.
- 11. Record Management Policy** **ENC H**  
To review and adopt the Record Management Policy
- 12. Rules for Public Session** **ENC I**  
To review and adopt the Rules for Public Session
- 13. Delegated Decision Making** **ENC J**  
To receive the record of decisions made using Delegated Authority.
- 14. Correspondence**  
To receive any correspondence for information only.
- 15. External Organisations**  
To receive updates from members who attend external organisations.
- 16. Outside Bodies**  
To receive updates from Council representatives on Outside Bodies.
- 17. Invoices for Payment** **ENC K**  
To consider the list of invoices due for payment in November 2020.
- 18. Payments made under Clerks Authority** **ENC L**  
To receive the list of payments made under the Clerks Authority in October 2020.
- 19. Payments made by Card** **ENC M**  
To receive the list of payments made by card in October 2020 under Delegated Authority.
- 20. Planning** **ENC N**  
To consider the planning applications in the enclosed schedules.