

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 October 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/99617554366?pwd=SWQ3cHRZRTlIU2VNVmNmN28xd2ZHdz09>

Or log in to the Zoom App:

Meeting ID: 996 1755 4366

Password: 709183

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 8th September 2020 (Minute Numbers 22-39; Pages 20-28) and approve the contents contained therein.
- 6. Minutes - Allotments Committee** **ENC C**
To receive the minutes of a meeting of the Allotments Committee held on Thursday 1st October 2020 (Minute Numbers 1-11; Pages 1-4) and approve the contents contained therein.
- 7. Co-Option of Councillor**
To co-opt a Councillor for the Normanton Ward (Vacancy 1 of 3)
- 8. Co-Option of Councillor**
To co-opt a Councillor for the Normanton Ward (Vacancy 2 of 3)
- 9. Co-Option of Councillor**
To co-opt a Councillor for the Normanton Ward (Vacancy 3 of 3)
- 10. Delegated Decision Making** **ENC D**
To receive the record of decisions made using Delegated Authority.

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| 11. Complaints Procedure | ENC E |
| To review the Council's Complaints Procedure | |
| 12. Freedom of Information Policy | ENC F |
| To review the Council's Freedom of Information Policy | |
| 13. General Privacy Notice | ENC G |
| To review the Council's General Privacy Notice | |
| 14. Privacy Notice for Staff, Councillors and Role Holders | ENC H |
| To review the Council's privacy Notice for Staff, Councillors and Role Holders. | |
| 15. Publication Scheme | ENC I |
| To review the Council's Publication Scheme. | |
| 16. Town Clerk's Report | ENC J |
| To receive a report from the Town Clerk on any relevant issues, for information only. | |
| 17. Correspondence | |
| To receive any correspondence for information only. | |
| i) Yorkshire Internal Audit Services - 9th May 2020 | ENC K |
| Internal Audit Report for the end of the 2019/20 financial year. | |
| 18. External Organisations | |
| To receive updates from members who attend external organisations. | |
| 19. Outside Bodies | |
| To receive updates from Council representatives on Outside Bodies. | |
| 20. Invoices Paid | ENC L |
| To receive the list of invoices paid in September 2020 under Delegated Authority. | |
| 21. Invoices for Payment | ENC M |
| To consider the list of invoices due for payment in October 2020. | |

22. Payments by Card

ENC N

To receive the list of payments made by card in September 2020 under Delegated Authority.

23. Planning

ENC O

To consider the planning applications in the enclosed schedules.