

NORMANTON TOWN COUNCIL

Mrs Donna Johnston FdA, FSLCC
Town Clerk & RFO

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The Town Hall
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To all members of Normanton Town Council Our ref: DJ/hs
Date: 04 September 2023
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 12th September 2023** at **Normanton Town Hall, High Street, Normanton, WF6 2DZ** at **6.30pm**.

Please ensure that you arrive 15 minutes prior to the meeting to ensure that you are seated for the start of the meeting.

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

Yours sincerely

Mrs Donna Johnston FdA, FSLCC
Town Clerk & RFO.

Please note:

- A seating plan has been implemented so please do not move seats.
- Drinking water will be available in the Council Chamber.
- Hot drinks are available in the Councillors meeting room – please help yourselves. Hot drinks may be brought into the Council Chamber.
- Please raise your hand when you wish to speak, and the Mayor will indicate when it is your turn.
- Please address the Mayor when speaking.
- Please put all mobile devices on silent during the meeting.
- Mobile devices should not be used during the meeting, other than to read the agenda.

Tuesday 12th September 2023 at 6.30pm at Normanton Town Hall

067.	Prayers The Mayors Chaplain will lead the Council in prayers.	
068.	Mayors Announcements To receive any announcements that the Mayor may wish to make.	
069.	Apologies for Absence To receive apologies for absence.	
070.	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.	
071.	Members of the Public To receive questions and comments from members of the public. Please refer to the rules for public session.	
072.	Minutes of Meetings Council To receive and sign the minutes of a meeting of Normanton Town Council held on Tuesday 11 th July 2023 (Minute Numbers 053-066; Pages 22-31). Property Committee To receive the minutes of a meeting of the Property Committee held on Tuesday 18 th July 2023 (Minute Numbers 001-009; Pages 1-3). Finance Committee To receive the minutes of a meeting of the Finance Committee held on Monday 24 th July 2023 (Minute Numbers 1-13; Pages 1-3).	ENC A ENC B ENC C

	<p>Staffing Committee To receive the minutes of a meeting of the Staffing Committee held on Tuesday 1st August 2023 (Minute Numbers 15-24; Pages 4-7).</p> <p>Events Committee To receive the minutes of a meeting of the Events Committee held on Monday 7th August 2023 (Minute Numbers 006-011; Pages 6-10).</p>	<p>ENC D</p> <p>ENC E</p>
073.	<p>Requests for Dispensation To consider a request for dispensation from Councillor M Rowley.</p>	
074.	<p>All Saints Parish Church – Letter of Support To consider a request from All Saints Parish Church to provide a letter of support for a funding bid for the replacement of the windows at the Parish Rooms.</p>	
075.	<p>Town Clerk’s Report To receive a report from the Town Clerk on any ongoing matters.</p>	ENC F
076.	<p>Reports from District Councillors To receive verbal reports from District Councillors on matters impacting on Normanton and Altofts.</p>	
077.	<p>External Organisations To receive updates from members who attend external organisations.</p>	
078.	<p>Outside Bodies To receive updates from Council representatives on Outside Bodies.</p> <p>Minutes of the Town & Parish Council Liaison Group held on 18th July 2023.</p>	ENC G
079.	<p>Financial Matters To consider the list of invoices due for payment in September 2023.</p> <p>To receive the report of the external auditor.</p>	To Follow

080.	Planning To consider the planning applications on the previously circulated validated lists.	
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