

# 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: 07 December 2022

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 13<sup>th</sup> December 2022** at **Normanton Town Hall, High Street, Normanton, WF6 2DZ** at **6.30pm**.

**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.

## MEETING OF NORMANTON TOWN COUNCIL

Tuesday 13<sup>th</sup> December 2022 at 6.30pm at Normanton Town Hall

### AGENDA

<b>089.</b>	<b>Mayors Announcements</b> To receive any announcements that the Mayor may wish to make (for information only).  The Mayors Chaplain will lead the Council in prayers.	
<b>090.</b>	<b>Apologies for Absence</b> To receive apologies for absence.	
<b>091.</b>	<b>Declarations of Interest</b> To receive any declarations of interest not already declared under the Council's Code of Conduct or members Register of Disclosable Pecuniary Interests.	
<b>092.</b>	<b>Members of the Public</b> The Mayor will explain the rules for public participation, a copy of which will be circulated to all members of the public present.  To receive questions and comments from members of the public.  It should be noted that the Council is not required to provide an answer to questions raised at the meeting and responses may be communicated in writing at a later stage.  Session limited to a maximum of 3 minutes per person and 15 minutes overall.	
<b>093.</b>	<b>Minutes</b> <b>Meeting of Council</b> To receive and sign the minutes of a meeting of Normanton Town Council held on Tuesday 8 <sup>th</sup> November 2022 (Minute Numbers 072 -088; Pages 32-36) and approve the contents contained therein.	<b>ENC A</b>

	<b>Special Projects Committee</b> To receive the minutes of the Special Projects Committee held on Wednesday 30 <sup>th</sup> November 2022 (Minute Numbers 007 - 014; Pages 6 -10)	<b>ENC B</b>
<b>094.</b>	<b>Notes of Working Groups</b> <b>Consultation Working Group</b> To receive the notes of the Consultation Working Group held on Tuesday 22 <sup>nd</sup> November 2022 relating to the Local Plan Pre-Main Modifications, Taxi Licensing and the Boundary Commission.	<b>ENC C</b>
<b>095.</b>	<b>Casual Vacancy – Common Ward</b> To Co-Opt a Councillor to fill the casual vacancy in the Common Ward.	<b>ENC D</b>
<b>096.</b>	<b>Dispensation</b> To approve the dispensation for Councillor T Morgan to enable her to discuss and vote on the precept.	
<b>097.</b>	<b>Appointment to Committees</b> To consider appointments to committees for Councillor T Morgan – Recommended - Allotments Committee and Special Projects Committee.	
<b>098.</b>	<b>Correspondence</b> To receive any correspondence - for information only (unless otherwise stated).	
<b>099.</b>	<b>Reports from District Councillors</b> To receive verbal reports from District Councillors on matters impacting on Normanton and Altofts.	
<b>100.</b>	<b>External Organisations</b> To receive updates from members who attend external organisations.  (This includes groups Councillors attend in a personal capacity)	
<b>101.</b>	<b>Outside Bodies</b> To receive updates from Council representatives on Outside Bodies.  (This includes groups that Councillors are appointed to by the Council at the annual meeting)	

<b>102.</b>	<b>Land at Heys Buildings</b> To consider an offer from WMDC to purchase land at Heys Buildings to enlarge the allotment site.	<b>ENC E</b>
<b>103.</b>	<b>Warm Spaces</b> To consider providing a 'Warm Space' for the community over the winter period, in light of rising energy bills and the cost-of-living crisis.	<b>ENC F</b>
<b>104.</b>	<b>Civility &amp; Respect – Councillor and Officer Protocol</b> To consider adopting the Councillor and Officer Protocol put together as part of the Civility & Respect Project.	<b>ENC G</b>
<b>105.</b>	<b>Financial Matters</b> To consider the list of invoices due for payment in December 2022.  To receive the list of payments made under the Clerks Authority in October 2022.  To receive the Bank Reconciliation for October 2022.	<b>To follow</b>  <b>ENC H</b>  <b>To follow</b>
<b>106.</b>	<b>Planning</b> To consider the planning applications in the enclosed schedules.	<b>ENC I</b>