

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 September 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 September 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/97848948406?pwd=aEsvSkNSNGRocnc1WWg4S2c4R1pidz09>

Or log in to the Zoom App:

Meeting ID: 978 4894 8406

Password: 296657

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

Mrs Donna Johnston FdA, FSLCC

AGENDA

1. Mayors Welcome and Announcements

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 A

To receive and sign the minutes of a meeting of Normanton Town Council held on Tuesday 4th August 2020 (Minute Numbers 1 – 21; Pages 1 – 15) and approve the contents contained therein.

6. Delegated Decision Making

ENC B

To receive the record of decisions made using Delegated Authority.

7. Standing Orders

ENC C

To review and adopt the enclosed Standing Orders which have been revised in line with national advice.

8. Financial Regulations

ENC D

To review and adopt the enclosed Financial Regulations which have been revised in line with national advice.

9. Code of Conduct

ENC E

To review and approve the enclosed Code of Conduct which was previously adopted by this Council.

- 10. Health and Safety Policy** **ENC F**
To review and adopt the enclosed Health and Safety Policy which has been revised in line with advice from ELAS.
- 11. Website Accessibility Regulations** **ENC G**
To receive and approve the Website Accessibility Statement for the Town Council's website.
- 12. Town Clerk's Report** **ENC H**
To receive a report from the Town Clerk on any relevant issues, for information only.
- 13. Correspondence**
To receive any correspondence for information only.
- 14. External Organisations**
To receive updates from members who attend external organisations.
- 15. Outside Bodies**
To receive updates from Council representatives on Outside Bodies.
- 16. Invoices Paid** **ENC I**
To receive the list of invoices paid in August 2020 under Delegated Authority.
- 17. Payments by Card** **ENC J**
To receive the list of payments made by card in August 2020 under Delegated Authority.
- 18. Planning** **ENC K**
To consider the planning applications in the enclosed schedules.