

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: 9th September 2021
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 14th September 2021** in the **Conference Room, 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.

AGENDA

59. Mayors Announcements

To receive any announcements that the Mayor may wish to make (for information only).

The Mayors Chaplain will lead the Council in prayers.

60. Apologies for Absence

To receive apologies and approve reasons for absence.

61. 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.

62. 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.

63. Good Citizen Award

To present a Good Citizen Award to a young man who has shown his commitment to fundraising.

64. Minutes – Council

ENC A

To receive and sign the minutes of a meeting of Normanton Town Council held on Tuesday 13th July 2021 (Minute Numbers 38 - 58; Pages 16 - 25) and approve the contents contained therein.

65. Minutes – Special Projects Committee

ENC B

To receive the minutes of the Special Projects Committee held on Wednesday 4th August 2021 (Minute Numbers 1 - 4; Pages 1 - 2).

66. Minutes – Finance Committee

ENC C

To receive the minutes of the Finance Committee held on Thursday 26th August 2021 (Minute Numbers 1 - 9; Pages 1 - 3).

67. Expenditure Requiring Approval by Council

To consider the approval of expenditure above £5,000 in accordance with Financial Regulation 4.1.

At a meeting of the Finance Committee on Thursday 26th August 2021 at minute number 7, it was Resolved that the photocopier lease be awarded to RISO at a cost of £8,360 over the term of the five-year contract.

This expenditure is affordable within the existing budget and represents a significant saving.

Recommendation: That the Council approves this expenditure.

68. Correspondence

To receive any correspondence - for information only (unless otherwise stated).

- i) Email from a resident requesting a skatepark.
- ii) WMDC – Licensing Consultation requesting views from those with an interest in the ‘night-time economy’.
- iii) YLCA – Introduction from the new Wakefield Branch Chairman.

69. External Organisations

To receive updates from members who attend external organisations.

70. Outside Bodies

To receive verbal updates from Council representatives on Outside Bodies.

71. Policies

To review the Customer Care Policy.

ENC D

To review the Petitions Policy.

ENC E

72. Financial Matters

To receive the Bank Reconciliation for July.

ENC F

To receive the report of the external auditor.

ENC G

73. Town Hall Refurbishment

To receive a verbal update on progress with the Town Hall refurbishment.

74. Queens Jubilee Obelisk Repairs

To receive an update on progress with repairs to the Jubilee Obelisk which have been ongoing since 2019.

- 75. Delegated Decision Making** **ENC H**
To receive the decisions made under Delegated Authority in July and August 2021.
- 76. Invoices for Payment** **ENC I**
To consider the list of invoices due for payment in September 2021.
- 77. Payments made under Clerks Authority** **ENC J**
To receive the list of payments made under the Clerks Authority in July and August 2021.
- 78. Planning** **ENC K**
To consider the planning applications in the enclosed schedules.