

# NORTON ON DERWENT TOWN COUNCIL

## NOTICE OF A MEETING OF THE COUNCIL

The Public are invited to attend the Meeting of the Town Council to be held on 19<sup>th</sup> June 2023 at 6.30pm at The Old Courthouse, 84b Commercial Street, Norton, YO17 9ES.

### AGENDA

**1. Emergency Evacuation Procedure**

To note members and the public in attendance of the emergency evacuation procedure.

**2. Apologies**

To receive apologies for absence.

**3. Public Session**

To allow residents of the Norton on Derwent Parish to speak.

**4. County Member Reports**

To receive a report from the Member of North Yorkshire Council.

**5. Declarations of Interest**

To receive any declarations of interest not already declared under the Town Council's Code of Conduct or Member's Register of Disclosable Pecuniary Interests.

**6. Minutes**

To receive and approve Minutes of the Meeting of Norton Town Council on the 22<sup>nd</sup> May 2023.

**7. Mayors Announcements**

To inform members of their engagements as the Council's representative, and update members on ongoing projects affecting the Town.

**8. Report of the Town Clerk**

To inform members on the officers activity.

**9. Financial Report and Accounts**

**a) To authorise payment of accounts,**

**b) To discuss the missing unbanked cash and consider any further action,**

**c) To receive the financial summary to 30<sup>th</sup> April 2023 (for information),**

**d) To receive the financial summary to 31<sup>st</sup> May 2023 (for information),**

**e) To receive the bank reconciliation to 30<sup>th</sup> April 2023 (for information),**

**f) To receive the bank reconciliation (Deposit Account) to 30<sup>th</sup> April 2023 (for information),**

**g) To receive the bank reconciliation to 31<sup>st</sup> May 2023 (for information),**

**h) To approve the accounts for 2022/23,**

**i) To receive and note the Annual Internal Audit Report for 2022/23 and to consider any action required,**

**j) To approve the Annual Return for 2022/23 for submission to the external auditor and to confirm the dates for the period of exercise of public rights,**

**k) To approve the accounting statements of the Annual Return 2022/23,**

**l) To approve a new payroll provider.**

**10. Planning Matters**

To consider and make recommendations on applications for planning permission referred to the Town Council and receive decisions notified by North Yorkshire Council.

**11. EV Charging Points**

To consider recommendation from Cllr Vale on the installation of electric vehicle charging points on Commercial Street.

**12. Policy and Website Amendments**

To consider recommendations from Cllr Brampton to make amends to:

- a) Complaints Procedure
- b) Town Council Website

**13. Committee and Working Party updates**

- a) To receive the minutes of the Staffing Committee on 2<sup>nd</sup> June 2023
- b) To receive update from the Cemetery Regulation working party on 15<sup>th</sup> June 2023
- c) To receive the minutes of the Allotment Committee on 15<sup>th</sup> June 2023

**14. Chamber Chairs**

To consider a suitable contractor to undertake reupholstering the chamber chairs.

**15. Pension**

To consider granting that the Assistant Clerk to join an employer's pension scheme.

**16. Correspondence**

**17. Representatives**

To note reports of representatives and consider appropriate action.

**18. Members Questions**

**19. Date of next Norton on Derwent Town Council Meeting**

To agree that the next Town Council meeting be held on Monday 24<sup>th</sup> July 2023, 6.30pm at the Council Chamber, 84b Commercial Street, Norton.

Stuart Rainsbury, Town Clerk to Norton-on-Derwent Town Council  
14<sup>th</sup> June 2023