

NORTON ON DERWENT TOWN COUNCIL
NOTICE OF THE ANNUAL MEETING OF THE COUNCIL

Members of the public are invited to attend the
Annual Meeting of the Town Council to be held on
20th May 2023 at 6.30pm at
The Old Courthouse, 84b Commercial Street, Norton, YO17 9ES.

- 1. Mayor.** To elect a Town Mayor for the current Municipal Year
- 2. Acceptance of Office.** Newly elected Mayor to Sign the Acceptance of Office
- 3. Deputy Mayor.** To elect a Deputy Mayor for the current Municipal Year
- 4. Emergency Evacuation Procedure**
To note members and the public in attendance of the emergency evacuation procedure
- 5. Apologies**
To receive apologies for absence.
- 6. Public Session**
To allow residents of the Norton on Derwent Parish to speak.
- 7. Members Attendance**
To receive members attendance record for the Council Year 2023/24. [See Link](#)
- 8. North Yorkshire Member Reports**
To receive reports from The North Yorkshire Council Ward member.
- 9. 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.
- 10. Representatives. For resolution**
To appoint Council Members to serve as representatives on other organisations.
Previous Appointments [See Link](#)
- 11. Minutes – For resolution**
 - a) To receive and approve Minutes of the Meeting of Norton Town Council on the 15th April 2024. [See Link](#)
 - b) To receive and approve the Minutes of the Extraordinary Meeting on the 29th April 2024. [See Link](#)
 - c) To receive and approve the Minutes of the Allotment Committee on the 1st May 2024. [See Link](#)
 - d) To receive and approve the Minutes of Staffing and Policy Committee on the 13th May 2024. [See Link](#)

12. Mayors Announcements

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

13. Report of the Town Clerk

To inform members on the officers activity. [See Link](#)

14. Financial reports and accounts – For resolution

- a) To authorise payment of accounts [See Link](#)
- b) To receive the financial summary to 30th April 2024 [See Link](#)
- c) To receive bank reconciliation to 30th April 2024 [See Link](#)
- d) To receive deposit account reconciliation to 30th April 2024, for information. [See Link](#)
- e) To receive the Annual Internal Audit Report and to consider any action required [See Link](#)
- f) To approve the Annual Return for 2023/24 for submission to the external auditor and to confirm the dates for the period of exercise of public rights [See Link](#)

15. Planning Matters. For Resolution

To consider and make recommendations on applications for planning permission referred to the Town Council and receive decisions notified by North Yorkshire Council. [See Link](#)

16. Cemetery Fees. For Resolution

To consider the revised cemetery fees for Norton Cemetery which now include the fee for a mini digger, 2024/25 [See Link](#)

17. Co-option Policy. For resolution

To adopt the Co-option policy as recommended by the Staffing and Policy Committee. [See Link](#)

18. Date of the next Norton-on-Derwent Town Council meeting.

Monday 17th June 2024 at 6.30pm at the chamber, 84b Commercial Street, Norton, YO17 9ES

19. Vexatious Correspondence. For resolution

- a) To resolve to exclude members of the press and public under the Public Bodies Admissions to Meetings Act 1960 due to the nature of the business to be transacted at agenda item 19.b being prejudicial to the public interest.

For resolution

- b) To assess correspondences from specific members of the public over a sustained period of time and consider the definition of these as vexatious and a campaign against the council, and to which the provisions of the Council’s vexations correspondence policy will apply.

Town Clerk
Claire Eade

Signed..... Date

