



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
19th May 2025 at 6.30pm at
The Old Courthouse, 84b Commercial Street, Norton, YO17 9ES.

Emergency Evacuation Procedure

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

1. To Elect a Chairman of the Council for 2025/2026

2. To receive the Chairman's declaration of acceptance of the office.

3. To appoint a Vice Chairman for 2025/2026.

4. Apologies

To receive apologies for absence.

5. Public Session

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

6. North Yorkshire Member Reports

To receive reports from The North Yorkshire Council Ward member.

7. 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.

8. Members Attendance – For information

To receive members attendance record for the Council Year 2024/25. [See Link](#)

9. Representatives. For resolution

To appoint Council Members to serve as representatives on other organisations.

Previous Appointments. [See Link](#)

10. Minutes –For resolution

To agree that the minutes of the Meeting of Norton on Derwent Town Council Meeting on the 14th April 2025, are an accurate record. [See Link](#)

11. Mayors Announcements – For information

To inform members of their engagements as the Councils representative, and update on ongoing projects affecting the council. [See Link](#)

12. Report of the Town Clerk – For information

To inform members of the Officers activity. [See Link](#)

13. Financial Report and Accounts – for resolution

- a. To authorise payment of accounts. [See Link](#)
- b. To receive the financial summary to 30th April 2025. See Link (information) [See Link](#)
- c. To receive bank reconciliations to 30th April 2025. See Link (information) [See Link](#)
- d. To approve the Annual Return for 2024/25 for submission to the external auditor [SeeLink](#)

14. 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. [SeeLink](#)

15. Purchasing Council Chamber – For resolution

- a) To receive and consider the findings from building survey. [See Link](#)
- b) To consider proceeding in principle with purchasing the Old Courthouse from Yorkshire Housing using a Public Works Loan.
- c) To agree to appoint a local solicitor. Estimated fees approx. £1500-£2000 + searches/optional + £500
- d) To agree to appoint a local architect.

16. CiLCA – For resolution

To approve the costs of £450 CiLCA study for the Clerk and discuss time allowance.

17. Malton and Norton Tidy Group – For resolution

To consider holding a small thank you event for the tidy group to show appreciation for their continued efforts around the towns.

18. Members questions

19. Representatives

20. Date of the next Norton on Derwent Town Council Meeting

To agree that the next Norton on Derwent Town Council meeting be held on Monday 16th June 2025, at the Council Chamber, 84b Commercial Street, Norton.

Town Clerk, Claire Eade

