

Bishop Auckland Town Council

Kingsway Court, 54 Kingsway, Bishop Auckland, Co. Durham DL14 7JF

Tel: 01388 207110 Email: council@bishopauckland-tc.gov.uk
Website: www.bishopauckland-tc.gov.uk
Mayor: Cllr Joy Allen Town Clerk: Sarah Harris

11 March 2021

You are hereby summoned to attend a meeting of **Bishop Auckland Town Council** via Zoom on Tuesday **16 March 2021 at 6pm.** Members of the Public and Press are welcome to attend. The Chairman advises members of the Council and the public that the meeting or part of the meeting may be recorded by audio and may be by video.

You can access the meeting via the following link:

https://zoom.us/j/98576544620?pwd=dkxQWWdhc3MzUVlyMytmeHZBRkZTZz09

Meeting ID: 985 7654 4620

Passcode: 268776

AGENDA

- 1. <u>Notice of Meeting</u> Public Notice of the meeting has been given in accordance with Paragraph 7 & 10 (2)(b) of Schedule 12a of the Local Government Act 1972.
- **2.** Agree Notice of Motion to call the meeting to be held on 9th March 2021.
- **3. Apologies for absence -** To receive apologies and approve reasons for absence.
- **Declarations of interest** To record declarations of interest from members on any item on the agenda, including, any interest prejudicial or personal as recorded on the Members register of interests.
- **5. Minutes** To approve the Minutes of the following meetings:
 - Town Council 11 February 2021
 - Events Committee 10 February 2021
 - Allotments Committee 02 March 2021
 - Events Committee 03 March 2021
- **Matters Arising** To from the above Minutes which are not included elsewhere on the agenda (for information only).
- 7. <u>Public Participation</u> To hear from any members of the public subject to <u>Public Participation Policy</u>¹.
- 8. Reports
 - a. County Council Report
 - b. Mayors Report
- 9. Town Clerk Reports4
 - a. Kingsway Office Accommodation Outstanding Works and Contracts
 - b. Staff Handbook Policies
 - c. Audit Planning Diary
 - d. Annual review of the effectiveness of the System of Internal Audit
 - e. Risk Management

_

¹ The policy is available on the website at https://bishopauckland-tc.gov.uk/council/constitution-and-policies/

- f. Rural Communities Energy Fund
- g. Scheme of delegation
- h. Community Wi-Fi

10. Finance

- a. Finance Regulations
- b. Card Payment Options
- c. Holiday hunger update
- d. Monthly Payments and Cheques

11. Events

- a. Remembrance 2021
- b. Christmas 2021
- c. Queens' Platinum Jubilee 2022
- **12.** <u>Correspondence</u> details of any Correspondence (letters or email received)

Exclusion of Press and Public In accordance with the provisions of Section 1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, the Council do now exclude the press and public for the remaining item on the agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to the public interest.

13. Report of the Town Clerk - Job Evaluation & Staffing

14. <u>Correspondence</u>

Planning Committee will follow the Town Council Meeting.

Sarah Harris

Harris

Town Clerk

DO I HAVE AN INTEREST?

DISCLOSABLE PECUNIARY INTERESTS This flowchart provides Does the matter to be discussed affect:assistance for Councillors to YOU SHOULD DECLARE THAT YOU HAVE A 1. You, or your spouse's/partner's, business, help determine whether you DISCLOSABLE PECUNIARY INTEREST employment or profession have an interest in a matter YES 2. Anyone that employs or has appointed you You should take no part in the discussion or vote being discussed at a Council or your spouse/partner meeting. 3. Anyone that you or your spouse/partner has If your Standing Orders dictate you should withdraw from the received sponsorship from. meeting by leaving the room. However it is a Councillors 4. A contract with the Council, land or licence Do not try to influence the decision. own responsibility to comply in the Councils area, corporate tenancy or with the Code of Conduct securities in which you or your spouse/ and declare an interest partner has an interest. where appropriate. NO Failure to disclose or register a Disclosable OTHER REGISTERABLE INTERESTS Pecuniary Interest is a Does the matter to be discussed affect:criminal offence under SHOULD DECLARE THAT YOU HAVE AN OTHER 1. A body where you are in a position of section 34 of the Localism REGISTERABLE INTEREST general control or management and to which YES Act 2011. you have been appointed or nominated by You should not vote on the matter but you may make your Council. representations or answer questions about the matter if 2. Any body which members of the public can do so. (a) exercises functions of a public nature (b) is directed to charitable purposes or If your Standing Orders dictate you should withdraw from the (c) whose principal purpose include the meeting by leaving the room. influence of public opinion or policy (including any political party or trade union) of which you are a member in a position of general control or management 3. Any gifts or hospitality with more than an estimated value of £50 DECLARE THAT YOU HAVE A NON-REGISTERABLE PERSONAL INTEREST NO You should not vote on the matter but you may make representations or answer questions about the matter if members of the public can do so. If your Standing Orders dictate you should withdraw from YES OTHER NON-REGISTERABLE PERSONAL the meeting by leaving the room. INTERESTS Does the matter to be discussed affect:-1. A financial interest of a friend, relative or NO close associate You can participate in the meeting and vote