

# **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

Town Clerk: Sarah Harris

14 May 2024

### **Dear Councillor**

You are hereby summoned to attend the **Annual Meeting** of **Bishop Auckland Town Council** on **21 May 2024 at 6.30pm**. The Meeting will take place at **Town Council Offices, Kingsway Court, 54 Kingsway, Bishop Auckland.** The Meeting will follow the Annual Parish Meeting.

Members of the Public and Press are welcome to attend. However, in light of coronavirus restrictions, it is requested that attendance is registered with the Town Clerk prior to ensure that the meeting space is large enough to accommodate everyone safely. To register attendance please call 01388 207110 or email <a href="mailto:council@bishopauckland-tc.gov.uk">council@bishopauckland-tc.gov.uk</a> by Monday 20 May 2024.

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.

Yours sincerely

Vicki Booth

Acting Clerk to the Council

# **AGENDA**

- 1. Election of Mayor To elect a Mayor for the 2024-5 Municipal Year.
- Declaration of Acceptance of Office The Mayor will sign a declaration of acceptance of office.
- **3. Presentation to Retiring Mayor** A vote of thanks will be taken for the retiring Mayor, who will then be presented with a medal to commemorate his term of office.
- **4. Apologies for absence** to receive and consider acceptance of any apologies received.
- 5. Declarations of Interest To invite members to declare any interest they may have.
- **6. Election of Deputy Mayor** To elect a Deputy Mayor for the 2024-5 Municipal Year.

- **7. Declaration of the Acceptance of Office for the Deputy Mayor** The Deputy Mayor will, to sign a declaration of acceptance of office.
- 8. To re-confirm the Articles and, Responsibilities Rules of Procedure, Codes and Protocols of, Members Allowances of Bishop Auckland Town Council Constitution and General Power of Competence.

To Consider the Constitution and any changes, this includes the adoption of the Members Code of Conduct, to include the Declaration of Pecuniary Interests.

- **9.** Appointments to Committees, Panels, Outside Bodies and Working Parties To appoint Members to serve on Committees, Panels, Outside Bodies and Working Groups.
- 10. Diary of Meetings 2024-25 To consider a diary of meetings for 2024-25
- 11. Bishop Auckland Town Council End of Year Finance Report including AGAR and Internal Audit Report
- **12. Public Participation** To hear from any members of the public subject to <a href="Public Public Publi
- **13. Minutes** To approve the Minutes of the following meetings:
  - Town Council

23 April 2024

- **14. Matters Arising** To receive any matters arising from the above Minutes which are not included elsewhere on the agenda (for information only).
  - 15. Report of Acting Town Clerk
    - a. Finance
      - i. Payments for authorisation
      - ii. Borrowings and Savings
    - b. Events update
    - c. Allotment & Environment Update
  - **16. Correspondence** to consider items of correspondence received by the Council, including draft recommendations for new electoral arrangements (standard item)
  - 17. 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.
  - **18. Correspondence** details of any Correspondence (letters or email received) (standing Item)
  - 19. HR Update (standing Item)

# DO I HAVE AN INTEREST?

This flowchart provides

## assistance for Councillors to being discussed at a Council help determine whether you own responsibility to comply section 34 of the Localism have an interest in a matter However it is a Councillors 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 DECLARE THAT YOU HAVE A NON-REGISTERABLE PERSONAL INTEREST the meeting by leaving the room. If your Standing Orders dictate you should withdraw from the If your Standing Orders dictate you should withdraw from the SHOULD DECLARE THAT YOU HAVE AN OTHER representations or answer questions about the matter if You should not vote on the matter but you may make You should take no part in the discussion or vote You can participate in the meeting and vote YOU SHOULD DECLARE THAT YOU HAVE A DISCLOSABLE PECUNIARY INTEREST Do not try to influence the decision. members of the public can do so. REGISTERABLE INTEREST meeting by leaving the room. meeting by leaving the room. YES YES YES 2 union) of which you are a member in a Anyone that you or your spouse/partner has general control or management and to which OTHER NON-REGISTERABLE PERSONAL Anyone that employs or has appointed you A contract with the Council, land or licence (a) exercises functions of a public nature DISCLOSABLE PECUNIARY INTERESTS in the Councils area, corporate tenancy or You, or your spouse's/partner's, business, (b) is directed to charitable purposes or (c) whose principal purpose include the (including any political party or trade you have been appointed or nominated by OTHER REGISTERABLE INTERESTS influence of public opinion or policy Any gifts or hospitality with more than an 1. A financial interest of a friend, relative or securities in which you or your spouse/ Does the matter to be discussed affect:-1. A body where you are in a position of Does the matter to be discussed affect:-Does the matter to be discussed affect:position of general control or INTERESTS received sponsorship from employment or profession partner has an interest. or your spouse/partner estimated value of £50 management Any body which close associate. your Council. 9 9 d က 4

with the Code of Conduct

meeting.

and declare an interest

where appropriate.

Pecuniary Interest is a

criminal offence under

Act 2011.

register a Disclosable

Failure to disclose or