



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

12 March 2025

Dear Councillor

You are hereby summoned to attend a meeting of **Bishop Auckland Town Council** on **Tuesday 18th March 2025 at 6.00pm**. The Meeting will take place at **54 Kingsway, Bishop Auckland, DL14 7JF**.

Members of the Public and Press are welcome to attend. However, it is recommended that attendance is registered with the Town Clerk prior to attending to ensure that the meeting space is large enough to accommodate everyone safely. To register attendance please call 01388 207110 or email council@bishopauckland-tc.gov.uk by noon on Monday 17th March 2025.

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

1. **Apologies for absence** - To receive apologies and approve reasons for absence.
2. **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.
3. **Minutes** - To approve the Minutes of the following meeting:

Policy and Resources Committee 18 Feb 2025
Extra Ordinary Council 4 March 2025
4. **Matters Arising** - To from the above Minutes which are not included elsewhere on the agenda (for information only).

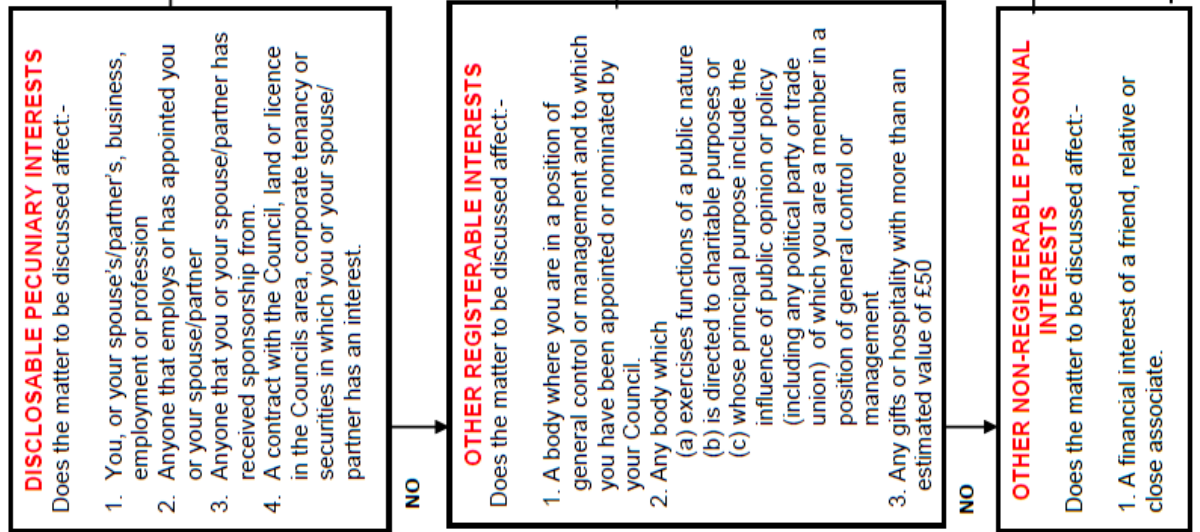
5. **Public Participation - To hear from any members of the public subject to [Public Participation Policy](#)¹.**
6. **Reports**
 - a) Durham County Council
 - b) Outside bodies representation feedback such as the AAP, Stronger Towns Board and Larger Council Forum, etc.
7. **Report of Mayor** To receive a report from the Mayor detailing activities attended to represent the Council since the Annual Meeting.
8. **Report of the Clerk**
 - a) Payments for authorisation
 - b) Account balances
 - c) Pre Q4 - expected cost code balances at year end
 - d) NALC Survey of Parish and Town Councils
 - e) Updated Asset register
9. **Pre-Election Period (Purdah)**
10. **Review the effectiveness of Internal Control**
11. **Audit Planning Diary**
12. **Risk Management**
13. **BATC Policy Changes**
 - a) Consideration of changes to the Allotment Enforcement procedure
 - b) Consideration of changes to the Compliments and Complaints Policy
 - c) Consideration of the Adoption of Vexatious and Unacceptable Behaviour Policy
14. **Community Grant Applications**
 - Lingford Court
 - Rugby Club
 - Erwams
15. **Planning applications**
16. **Correspondence** - 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.

17. **Office Security**
18. **Outcome of Complaints Appeal**
19. **HR Update (standing item)**

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

DO I HAVE AN INTEREST?



This flowchart provides assistance for Councillors to help determine whether you have an interest in a matter being discussed at a Council meeting.

However it is a Councillors own responsibility to comply with the Code of Conduct and declare an interest where appropriate.

Failure to disclose or register a Disclosable Pecuniary Interest is a criminal offence under section 34 of the Localism Act 2011.