



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

24 July 2025

Dear Councillor

You are hereby summoned to attend a meeting of **Bishop Auckland Town Council** on **Tuesday 29 July 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 28 June 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

Sarah Harris

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**
 - a) Town Council 24th June 2025
 - b) Allotment Committee 1st July 2025
 - c) Community Committee 8th July 2025
 - d) Policy and Resources Committee 8th July 2025
4. **Matters Arising - To from the above Minutes which are not included elsewhere on the agenda (for information only).**
5. **Action Log Update -**
6. **Presentation from Edward Pickering CEO of Citizens Advice Co Durham.**

7. Reports -

- a) Durham County Council
- b) Outside bodies representation feedback such as the Local Networks, Stronger Towns Board and Larger Council Forum, etc.

8. Report of Mayor - To receive a report from the Mayor detailing activities attended to represent the Council since the last meeting.

9. Diversity Pledge – reconsider the adapted diversity pledge by the Community Committee.

10. Appointment to Committees and outside bodies - following the co-option.

11. Report of the Town Clerk -

- a) Youth Awards Feedback (paper attached)
- b) ESOL update
- c) Procurement SLA

12. Consultations –

- a) Council Tax Reduction Consultation
- b) Bishop Auckland Conservation Area Management Plan Consultation

13. Finance –

- a) Payments for Authorisation (copy attached)
- b) Public Works Loan Board update (paper attached)
- c) North East Credit Union (paper attached)

14. Public Participation - To hear from any members of the public subject to [Public Participation Policy](#)¹.

15. Correspondence - details of any Correspondence (letters or email received)

- a. Fifteas Tea Rooms
- b. Business Cards

16. Planning Applications

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. HR Update

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

DO I HAVE AN INTEREST?

