



# Bishop Auckland Town Council

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

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**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. **Notice of Meeting** – 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 9<sup>th</sup> March 2021.
3. **Apologies for absence** - To receive apologies and approve reasons for absence.
4. **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
6. **Matters Arising** - To from the above Minutes which are not included elsewhere on the agenda (for information only).
7. **Public Participation** - To hear from any members of the public subject to [Public Participation Policy<sup>1</sup>](#).
8. **Reports**
  - a. County Council Report
  - b. Mayors Report
9. **Town Clerk Reports<sup>4</sup>**
  - 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

<sup>1</sup> 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. 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.*

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

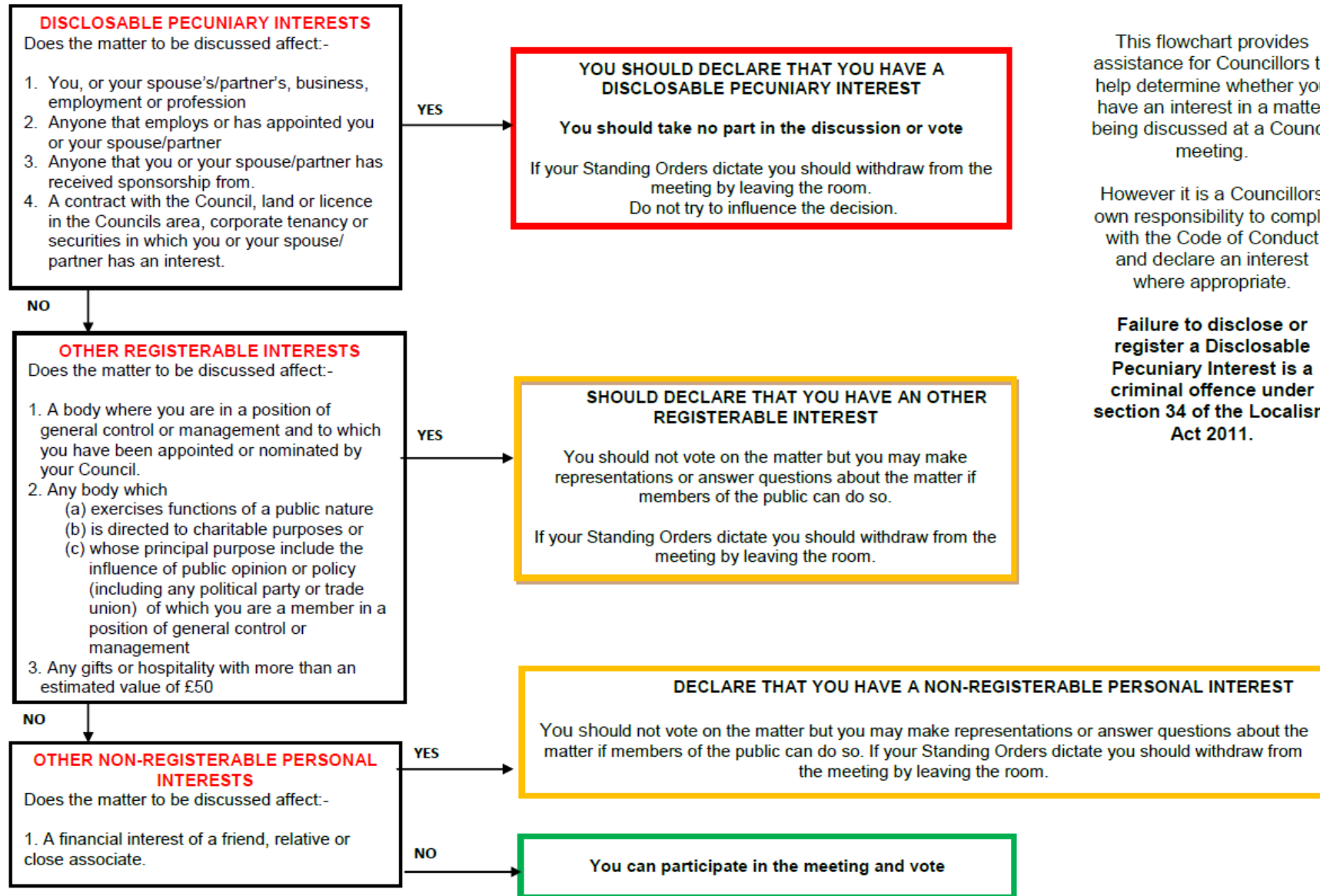
**14. Correspondence**

Planning Committee will follow the Town Council Meeting.



Sarah Harris  
**Town Clerk**

## 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.**

