



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

18 May 2021

Dear Councillor

You are hereby summoned to attend the **Annual Meeting of Bishop Auckland Town Council on 24 May 2021 at 6.30pm**, at Mowbray Suite, South Durham Enterprise Agency, Innovation House, 26 Longfield Road, South Church Enterprise Park, DL14 6XB.

Members of the Public and Press are welcome to attend. However, in light of coronavirus restrictions, attendance needs to be 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 Friday 21st May 2021.

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

AGENDA

Prior to the commencement of the meeting Joy Allen, Mayor of Bishop Auckland, will present cheques from the Mayors fundraising to representatives of the Angel Trust and SSAFA.

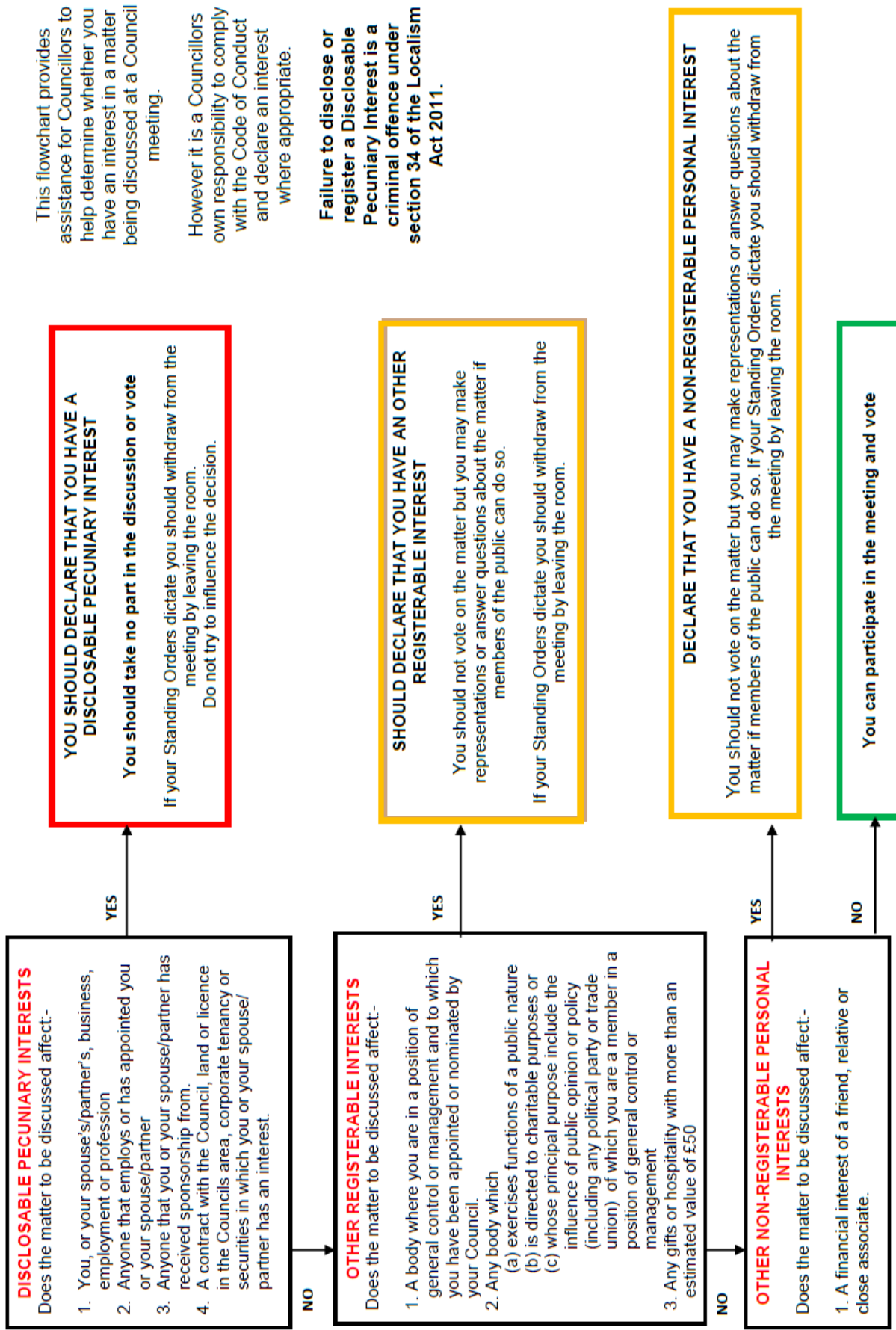
- 1. Election of Mayor** - To elect a Mayor for the 2021-2022 Municipal Year.
- 2. Declaration of Acceptance of Office** - The Mayor will sign a declaration of acceptance of office.
- 3. Presentation to Retiring Mayor** - A vote of thanks will be taken for the retiring Mayor, who will then be presented with a medal to commemorate her term of office.

4. **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.
5. **Agree Notice of Motion** - to call the meeting to be held on 24 May 2021.
6. **Apologies for absence** – to receive and consider acceptance of any apologies received.
7. **Declarations of Interest** - To invite members to declare any interest they may have.
8. **Election of Deputy Mayor** - To elect a Deputy Mayor for the 2021-2022 Municipal Year.
9. **Declaration of the Acceptance of Office for the Deputy Mayor** - The Deputy Mayor will, to sign a declaration of acceptance of office.
10. **Appointments to Committees, Panels, Outside Bodies and Working Parties** - To appoint Members to serve on Committees, Panels, Outside Bodies and Working Parties as set out in the attached schedule.
11. **Diary of Meetings 2021-22** - To consider a diary of meetings for 2021-2022
12. **To re-confirm the Articles and, Responsibilities Rules of Procedure, Codes and Protocols of, Members Allowances of Bishop Auckland Town Council Constitution.**
To Consider the Constitution and any changes, this includes the adoption of the Members Code of Conduct, to include the Declaration of Pecuniary Interests.
13. **Appointment of the Internal Auditor** - to reconfirm the Internal Auditor.
14. **Bishop Auckland Town Council AGAR 2020-21** - To Consider the AGAR for 2020-21
15. **Public Participation** - To hear from any members of the public subject to [Public Participation Policy](#)
16. **Minutes** - To approve the Minutes of the following meetings:
 - Town Council 16 March 2021
 - Allotment and Environment Committee 26 April 2021
17. **Matters Arising** - To receive any matters arising from the above Minutes which are not included elsewhere on the agenda (for information only).
18. **Report of Town Clerk**
 - a) Declaration Supporting Diversity in Bishop Auckland
 - b) Accommodation Update
 - c) Finance – Monthly Payments
 - d) Topics for Future Discussions
 - e) Allotment rents for 2022-23

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.

19. **Current Staff Vacancy** – To consider the continuation of current cover arrangements.
20. **Allotment issue** - To Consider a report from the Town Clerk relating to a tenancy issue.

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.