

## NORTH TAWTON TOWN COUNCIL

Town Clerk – Melanie Bickell

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# Cllrs are summonsed to the Full Council Meeting of North Tawton Town Council: Wednesday 14<sup>th</sup> August 2024 at 7.30pm – Town Council Office

Melanie Bickell, Town Clerk

Date of issue 7<sup>th</sup> August 2024

## PUBLIC NOTICE – RECORDING OF MEETINGS

The Council, members of the public and the press may film/record/photograph for live and/or subsequent broadcast this meeting only when the public and the press are not lawfully excluded.

Any member of the public who attends a public meeting and wishes to object to being filmed/recorded/photographed should raise their concerns with the person(s) recording the meeting. The Town Council are not recording this meeting and do not accept liability for any 3<sup>rd</sup> party recordings.

## AGENDA

**98.24 APOLOGIES FOR ABSENCE** - To receive apologies from Councillors unable to attend.

**99.24 DECLARATIONS OF INTEREST** - Councillors are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in any items to be considered at this meeting.

### 100.24 PUBLIC PERIOD

In accordance with standing Orders 3(f), Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend **in respect of the business on the agenda only**. Please quote agenda item number where applicable. Time is limited to 2 minutes per person. In accordance with standing order 3(f), a question shall not require a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given.

### 101.24 MINUTES to be approved as a true and accurate record

24<sup>th</sup> June 2024 – Full Council Meeting

2<sup>nd</sup> July 2024 – Full Council Meeting

24<sup>th</sup> July 2024 - Personnel Committee Meeting

### 102.24 COUNCIL BUSINESS

#### 102.1. Chair's report

**102.2. Councillor Vacancy** – update on co-option to be provided at the meeting

**102.3. Resignation of Town Clerk** – The Town Clerk/RFO resigned from post on 16<sup>th</sup> July 2024.

Following the personnel committee meeting on 24<sup>th</sup> July 2024, the committee reviewed and resolved to approve the job description, person specification and NALC model contract for the vacancy, which is advertised for 20 hours per week, closing date 22<sup>nd</sup> August 2024.

**102.4. Deputy Clerk Vacancy** – to receive update on applications and interview process

**102.5. Objection to External Auditor (Doc 103.7.24)** – to be noted pending determination by the external auditor to ascertain if it meets the statutory eligibility requirements and warrants any further investigation, if the individual in question has not withdrawn the objection.

**102.6. Christmas Trees** - 3ft trees are £12 each and a 20ft Nordmann fir is £210 with delivery of £32. Prices may be subject to change the prices are set in October but will only be a slight change. *Power to incur expenditure – Localism Act 2011 (GPC), budget provision General reserve*

**102.7. Ivy and walls town centre carpark**

**102.8. Cllr and working party verbal updates.**

**102.9. Borough Councillors update**

**103.24 FINANCE (For info – Defer till Sept)**

**103.1. Grant Application – North Tawton Community Centre (Doc 105.1.24)** towards running costs. *Power to incur expenditure Local Government (Miscellaneous Provisions) Act 1976 s.19, budget provision – grants £2343 available*

**103.2. Financial Statement (Doc 105.2.24)** To receive and consider approval of the financial statement incorporating bank reconciliation, receipts and invoices paid since last meeting.

**104.24 COUNCIL OFFICE CLOSURES** – Office to open on a limited plan due to current circumstances.

**105.24 DATE OF NEXT MEETINGS Town council office**

Tuesday 3<sup>rd</sup> September 2024 7.30pm Full Council

**106.24 EXEMPT REPORTS (Part II)** Members to consider a resolution that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by S.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1(5) of Schedule 12A of the Local Government Act 1972

**107.24** Advice from DALC; ref dealing with complaints, SAR's and FOI requests

**108.24** Power to exercise financial decisions