



STAVELEY TOWN COUNCIL

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Staveley Hall
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14 March 2023

To all members of Staveley Town Council

Dear Councillor

You are hereby summoned to attend a meeting of the Town Council to be held at 6.00 pm on Tuesday, 21 March 2023 at the Speedwell Rooms.

Members are asked to sign the attendance sheet for the meeting, available in the room.

In the interests of the smooth running of the meeting, queries about any of the items on the agenda are requested to be submitted 2 days prior to the meeting, to enable the Clerk to provide a comprehensive response.

Please ensure that confidential papers are kept secure prior to, and not left in the meeting room following, the meeting.

Yours sincerely

Sabrina Doherty
Town Clerk and Financial Officer

RECORDING OF COUNCIL MEETINGS

Under the Openness of Local Govt. Bodies Regulations 2014, members of the public may now film, photograph and make audio recordings of the proceedings of the formal Council meeting.

Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. The Clerk will record meetings for the purposes of the minutes.

AGENDA

1. TO NOTE APOLOGIES FOR ABSENCE

2. TO RECEIVE DECLARATIONS OF INTERESTS

Members are invited to declare disclosable pecuniary interests and other interests in items on the Agenda as required by the Staveley Town Council Code of Conduct for Members and by the Localism Act 2011.

3. MINUTES OF PREVIOUS MEETINGS

To confirm and sign the minutes of the following meetings as a correct record:

- a) 13 February 2023 – Extraordinary Meeting
- b) 14 February 2023

4. CHAIRMAN'S ANNOUNCEMENTS

5. PUBLIC PARTICIPATION SESSION

This provides an opportunity for members of the public to make representations to the Council in relation to items on the agenda. Time for this item is limited to **15 minutes**.

Councillors will not debate the matters raised and no decisions can be made on any items raised in this session they will be put forward to the next meeting.

6. REPORTS FROM BOROUGH AND COUNTY COUNCILLORS

If in attendance, Borough and County Councillors are invited to provide a short update to the Town Council on matters affecting the Town from their respective authorities.

7. RESPONSE TO PUBLIC QUESTIONS FROM THE LAST MEETING

To note the written responses to the questions raised by members of the public at the previous meeting of the Council.

8. MINUTES OF STANDING COMMITTEES

To receive and note the following minutes of meetings of Committees:

- a) Policy, Finance and Publicity Committee – 24 January 2023

9. CONCLUSION OF AUDIT 2020-21

To receive and consider the report of the External Auditor for the year ending 2020-21.

10. FINANCE MATTERS

- a) To approve the schedule of payments to 28 February 2023.
- b) To receive the budget monitoring report to 15 March 2023.
- c) To note the bank balances last reconciled to 28 February 2023:
 - i. Co-op current account: £24.36
 - ii. Co-op 14 day account: £0.00
 - iii. Co-op Savings account: £0.00
 - iv. Petty Cash/Floats: £342.17

11. REVIEW OF STANDING ORDERS

To consider the report of the Town Clerk and RFO.

12. PROGRAMME OF EVENTS 2022-23

To consider the report of the Town Clerk and RFO

13. APPROVAL TO AFFIX COUNCIL SEAL

To grant approval for the affixing of the Council's Seal to the documents relating to the loan agreement with Chesterfield Borough Council. Namely the charge to the Speedwell Rooms Title and the final loan agreement. The documents will require the signature of 2 Councillors and to be witnessed by the Proper Officer.

14. EXCLUSION OF PRESS AND PUBLIC – PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

To consider if any of the following items should be considered in confidential session and, if required, to pass a resolution stating the reasons for exclusion in the following terms:

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of item 16 as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

15. STAFFING MATTERS

16. TENANCY MATTERS