

STAVELEY TOWN COUNCIL



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To: **Members of the Policy, Finance and Publicity Committee of Staveley Town Council**

17 January 2023

Dear Councillor

You are hereby summoned to attend a meeting of the Policy, Finance and Publicity Committee to be held at 6.00 pm on Tuesday 24 January 2023 in the Frecheville room at Staveley Hall.

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

A handwritten signature in black ink, appearing to read 'Sabrina Doherty'.

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, though not, under current legislation, of the Public Participation session, as this is not part of the formal agenda of the 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 the Previous Meeting - to confirm and sign the minutes of the Policy, Finance and Publicity Committee of Staveley Town Council held on Tuesday 18 May 2022 as a correct record.
4. Public Participation Session - At the start of the meeting a period of not more than 15 minutes will be made available for members of the public to ask questions or submit comments about Town Council matters on the agenda. There will be no further public participation after this item. 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.
5. To determine which items if any from the remainder of the agenda should be taken with the public and press excluded.

The following resolution to be passed at the appropriate time should confidential session be required: *That in view of the fact that publicity would be prejudicial to the public interest by reason of the confidential nature of the following matters, the public and representatives of the press be excluded from this meeting during the discussion thereof.*

6. Draft Budget 2023-24
To consider the draft budget presented by the RFO and make recommendations to Full Council.