



STAVELEY TOWN COUNCIL

www.staveleytowncouncil.gov.uk
info@staveleytowncouncil.gov.uk
Tel: 01246 473132
Fax: 01246 473133

Staveley Hall
Hall Drive
Staveley
Chesterfield
S43 3TN

24 November 2022

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 Wednesday 30 November 2022 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

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 PREVIOUS MEETING

To confirm and sign the minutes of the meeting held on 18 October 2022 as a correct record.

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.

7. FINANCE MATTERS

- a) End of Year Accounts 2021-22
 - i. To review the Council's Asset Register
 - ii. To consider the report of the Internal Auditor
 - iii. To complete the Annual Governance Statement
 - iv. To confirm and approve the Accounting Statements
- b) Approval of payments from 1 April 2022 to 31 October 2022
- c) To note the Budget Monitoring Report

8. COMMITTEE MEMBERSHIP

Following the recent election there are vacancies on the following committees:

- a) Policy, Finance and Publicity (1 seat)
- b) Leisure and Community (2 seats)
- c) Planning and Environment Committee (1 seat)

Council is asked to appoint members to the vacancies.

9. EXCLUSION OF PRESS AND PUBLIC - PUBLIC BODIES (ADMISSIONS 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.

10. OPERATIONS REVIEW

To consider the confidential report of the Town Clerk and RFO.