

**Notice is hereby given that the Ordinary Meeting of  
Northallerton Town Council will be held at 7.00pm on  
Monday 15th February 2021 using video/teleconferencing.**

The right to record, film and broadcast meetings of the Council is established under The Openness of Local Government Bodies Regulations 2014. Anyone intending to record, film and broadcast meetings must adhere to the Council's Rules for the Effective Management of Recording at Meetings, and give due notice of intent.

Members of the public and press are invited to attend and may address members of the Council, during the item set aside for public participation. Please contact the Locum Clerk for details prior to midday on the day of the meeting.

The agenda is detailed below.



Alexandra Little Locum Clerk/RFO  
9th February 2021

## **Agenda**

### **1. Apologies**

To note apologies and approve reasons for absence

### **2. To Note any Declarations of Interest**

- a. To Note Declarations Interests not already declared under members Code of Conduct or members Register of Disclosable Pecuniary Interests
- b. To Approve Dispensation Requests

### **3. Public Participation**

Members of the Public who wish to speak regarding items within the remit of the Town Council may do so. Time will be restricted to 10 minutes maximum unless the council decides otherwise.

### **4. To Receive Report from North Yorkshire Police**

*Circulated in advance of the meeting*

### **5. To Receive Reports from County and District Councillors**

### **6. Minutes**

To approve and sign the minutes of the Ordinary Meeting held on 18th January 2021.

### **7. Administration and Initiatives**

- a. To approve continuation of temporary delegation of powers to the locum clerk, Alexandra Little, to deal with administrative and financial matters
- b. To agree Council priorities and responsibilities for 2021/22, in line with the Strategic Plan and to identify relevant budgets
- c. To ratify the decisions made at the joint meeting of Northallerton Town Council and Romanby Parish Council in relation to the future management of the Joint Burial Committee
- d. To note Environmental Group and Events Management Group feedback
- e. To receive an update report from Northallerton BID Company Limited for information

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**8. Finance**

- a. To approve payments
- b. To note receipts
- c. To review Internal Audit findings and agree actions for outstanding items
- d. To review Council Banking provision and consider an alternative

**9. Assets and Facilities**

- a. To receive Amenities Report and agree actions
- b. To receive a report on Town Hall improvement activities and agree next steps
- c. To update Council on Amenities Areas Upgrades and agree next steps
- d. To discuss and agree a response to the decision by Hambleton District Councillors to replace the planted trees planned for the Town Square by planters
- e. To consider the Council's position on the HSBC closure and agree actions

**10. Planning**

- a. To note decisions
- b. To consider Planning Applications received

**11. Employment and Training**

- a. To agree actions relating to Staffing including Appraisals, Pay Review, Holidays 2020/2021
- b. To update councillors on progress of apprenticeship vacancy

**12. Correspondence**

*Emails for information have been circulated between meetings and require no further action*

**13. To resolve to exclude members of the press and public by virtue of Public (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in 14**

**14. To discuss a confidential matter relating to staffing and agree actions**

**15. Next Meeting**

To confirm the time and date of the next meeting as 7.00pm on Monday 15th March 2021