



Our ref: IM/LH

19 March 2024

Dear Member

You are summoned to attend Spennymoor Town Councils ordinary Meeting of **FULL TOWN COUNCIL** to be held in the Council Chamber on **Tuesday 26 March 2024 at 6.45pm**

**SPENNYMOOR TOWN COUNCIL ORDER OF BUSINESS**  
**Meeting to be held 26 March 2024**

The Council would like to advise that this meeting is being audio and video recorded and will subsequently appear on the Council website. If you decide to remain in the room, it will be taken that you have given consent for both yourself and any other person you are responsible for to be recorded. Could I ask that all mobile devices are either switched off or to silent during this meeting.

- 1 **Apologies for Absence** - To consider for approval.
- 2 **Declarations of Interest** - to note declarations of interest from Members on items of the agenda.
- 3 **Members Dispensations** - to consider written requests for dispensations from Members who have declared interests under Disclosable or Non-Disclosable pecuniary interests – Section 33 of the 2011 Localism Act.
- 4 **Public Participation** - members are requested to receive and consider any questions from Members of the Public in accordance with Standing Order 13.
- 5 **Minutes** - To submit and if approved, confirm as a correct record the Minutes of the Town Council meeting held on 27 February 2024 for signing.
- 6 **Committee Minutes** - To receive the Minutes of the Meetings of the under mentioned Standing Committees of the Council:
  - a) Policy & Resources Committee 12 March 2024
  - b) Facilities & Recreation Committee 12 March 2024
- 7 **Planning** - Members are requested to consider any planning applications received.
- 8 **Mayors Communications** - Members are requested to consider the update from the Town Mayor.
- 9 **Governance Checklist** – Members are requested to receive the schedule referring to decisions taken at Meetings in February



# SPENNYMOOR TOWN COUNCIL

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- 10 **Review of Internal Controls** – to consider a report of the Consultant Town Clerk Support Officer outlining the Council's approach to internal controls
- 11 **Annual Review of Risk** – to consider a report of the Town Clerk outlining the Council's approach to risk and reviewing the Strategic & Operational Risk Register.
- 12 **Long Term Plan for Towns Fund** – to consider a report of the Town Clerk on arrangements for the Long Term Plan for Towns project, including consideration of nominations to the new Town Board.
- 13 **Standing Orders** – to consider a report of the Consultant Town Clerk Support Officer on the review of Standing Orders.

**Ian Morris MA FSLCC**

**Town Clerk**  
19 March 2024

**To: Mayor – Cllr I Geldard  
Vice-Chair – Cllr D Taylor  
All Members of Spennymoor Town Council  
cc Public Notice**