



Our ref: IM/LH

18 June 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 25 June 2024 at 6.45pm**

**SPENNYMOOR TOWN COUNCIL ORDER OF BUSINESS**  
**Meeting to be held 25 June 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 as stated. 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 Annual Meeting held on 28 May 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 11 June 2024
  - b) Facilities & Recreation Committee 11 June 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 May



10. **Spennymoor Town Board** – to receive a verbal update from the Cllr Dean Ranyard and the Town Clerk on progress with the Spennymoor ‘Long Term Plan for Towns’ Town Board.
11. **2023/4 Annual Accounts** - to receive the report of the Town Clerk setting out the 2023/4 year end budget outturn and annual accounts.
12. **Review of the inventory of land and other assets including buildings and office equipment** – to consider and approve the updated inventory of land and other assets held by the Town Council. (summary schedule attached)
13. **Annual Governance & Accountability Return (AGAR)** – to review and approve the Town Council’s AGAR for the 2023/24 financial year:
  - to receive the Internal Audit Report for 2023/24
  - to approve the Annual Governance Statement for 2023/24 for signing by the Chairman and Town Clerk
  - to approve the Accounting Statements for 2023/24 for signing by the Chairman
  - to note the date for the commencement of the period for the exercise of public rights as Thursday 27<sup>th</sup> June 2024

Ian Morris MA FSLCC  
**Town Clerk**  
19 June 2024

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