



Our ref: IM/LH

18th March 2025

Dear Member

You are summoned to attend Spennymoor Town Councils ordinary Meeting of **FULL TOWN COUNCIL** to be held in the Ground Floor Meeting Room of the Solan Connor Fawcett offices, Silver Street, Spennymoor on **Tuesday 25th March at 6.45pm**

SPENNYMOOR TOWN COUNCIL ORDER OF BUSINESS
Meeting to be held 25th March 2025

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 meeting held on 25 February 2025 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 March 2025
 - b) Facilities & Recreation Committee 11 March 2025
- 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



- 10 Internal Auditor's Internal Assurance Report 2024/5** – to receive and consider the Internal Auditor's Internal Assurance Report for 2024/5. Members will also receive a verbal update from the Audit Committee meeting held on Wednesday 19th March 2025.
- 11 Review of Internal Controls** – to receive and consider the report of the Town Clerk setting out the annual review of the Council's Internal Controls
- 12 Review of Risk Arrangements and Risk Register** – to receive and approve the report of the Town Clerk setting out the Town Council's approach to risk and to review and approve the Town Council's interim Strategic & Operational Risk Registers.
- 13 Review of Effectiveness of Internal Audit Arrangements** – to receive and approve the report of the Town Clerk setting a review of the effectiveness of the Council's Internal Audit arrangements

Ian Morris MA FSLCC
Town Clerk
18th March 2025

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