

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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Town Clerk's Office
Moot Hall
Boroughgate
Appleby-in-Westmorland
Cumbria
CA16 6YB

14th September 2017

Dear Councillor,

Notice is hereby given and you are summoned to attend the ordinary meeting of **Appleby-in-Westmorland Town Council** to be held on **WEDNESDAY 20TH SEPTEMBER 2017** at **7pm** in the Moot Hall. Please let me know if you are unable to attend.

Members of the Public and Press are invited to attend.

Yours sincerely,

A handwritten signature in cursive script, appearing to read 'Caroline Dodgeon'.

Caroline Dodgeon - Town Clerk

A G E N D A

1. Apologies for Absence

To receive and note any apologies for absence.

2. Declarations of interest

Members to give notice of any disclosable pecuniary interest, other registrable interest or any other interest and the nature of that interest in relation to any item on the agenda in accordance with the adopted code of conduct.

3. Minutes

Council

To authorise the Mayor to sign the minutes of the **Ordinary Meeting of the Council** held on **Wednesday 19TH July 2017** as a true and accurate record and approve any recommendations. *(Report 1: to follow)*

To authorise the Mayor to sign the minutes of the **Ordinary Meeting of the Council** held on **Wednesday 23rd August 2017** as a true and accurate record and approve any recommendations. *(Report 2: attached)*

Committees

To approve and authorise the Chairman of the Committee to sign the minutes of the **Staffing Committee** held on **Monday 23rd August 2017** as a true and accurate record and the Council to approve any recommendations. *(Report 3: attached)*

To approve and authorise the Chairman of the Committee to sign the minutes of the **Finance Committee** held on **Monday 11th September 2017** as a true and accurate record and the Council to approve any recommendations. *(Report 4: attached)*

To approve and authorise the Chairman of the Committee to sign the minutes of the **Planning & General Purpose Committee** held on **Monday 11th September 2017** as a true and accurate record. *(Report 5: attached)*

To approve and authorise the Chairman of the Committee to sign the minutes of the **Property Committee** held on **Monday 11th September 2017** as a true and accurate record. *(Report 6: attached)*

4. Questions to be received from the public

To receive and note any questions from members of the public present. *(duration: 15 minutes allowed)*

5. Police Report

To receive and note a report from any Police Officer present. *(Report 7: attached)*

6. County and District Councillors' Reports

To receive and note reports from **County** and **District Councillors** present. *(Report 8: to follow & 9: to follow)*

7. Mayor's Report

To receive and note the Mayor's Report and answer any Councillors' questions.

8. Clerk's Report

To receive and note the Clerk's Report and answer any Councillors' questions. *(Report 10: to follow)*

9. Outside Body Reports

To receive and note reports from Councillors who represent the Council on outside bodies.

10. **Schedule of Payments & Bank Transfers – August 2017**

To authorise the Mayor to sign the schedule for payments (bills & salaries) and bank transfers for the month of August 2017. (*Report 11: attached*)

11. **Conclusion of Audit for year ended 31st March 2017**

To approve and except the conclusion of the audit for the year ended 31st March 2017 and note that there were no matters arising. (*Report 12: attached (hard copy previous supplied)*)

12. **Co-option 2 Vacancies: Appleby Ward**

In the event of a by-election not being called for the casual vacancy caused by the resignation of Valerie Kendall to consider whether to co-opt to fill the 2 vacant seats in Appleby Ward.

13. **Councillors' reports and items for future agendas**

Councillors' to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. (Councillors are reminded that this is not an opportunity for debate or decision making.)

14. **Date of the Next Meeting**

To note that the next **Ordinary Meeting of the Council** will be held on **Wednesday 18th October 2017** at **7pm**.

14. **Exclusion of the Press and Public**

To consider whether to exclude the Press and the Public from the meeting, in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, while the following business be transacted.....

15. **Minutes**

To approve and authorise the Chairman of the Committee to sign the confidential minutes of the **Staffing Committee** held on **Wednesday 23rd August 2017** as a true and accurate record and the Council to approve any recommendations. (*Report 13: attached*)

16. **Consideration of Public Hall Heating Improvements**

To consider quotations received for the improvement of the Public Hall heating system in the main hall and make any resolutions.

For the attention of all Councillors:-

Mayor :

Deputy Mayor:

Councillors:

Cllr Connell

Cllr Mrs Dixon-Dougherty

Cllr Mrs Anderton

Cllr Ms Blair

Cllr Chalmers

Cllr Curley

Cllr Dougherty

Cllr Hayes

Cllr Miss Hutchinson

Cllr Pape

Cllr F Potts

Cllr H Potts

Cllr Rooke