

Shirebrook

Town Council

8th of August 2024

FAO: Elected Members

CLLR. S. BROOKS
CLLR. P. CHAPMAN
CLLR. T. CHAPMAN
CLLR. S. CHEESEMAN
CLLR. C. DALE
CLLR. S. FRITCHLEY
CLLR. F. GOBEY
CLLR. P. HARFORD

CLLR. C. KANE
CLLR. V. KIRBY
CLLR. J. LEWIS
CLLR. B. MURRAY-CARR
CLLR. D. SMITH
CLLR. N. SMITH
CLLR. M. STOCKDALE
CLLR. J. WILSON

RE: A Meeting of Shirebrook Town Council

You are hereby summoned to attend a meeting of Shirebrook Town Council, to be held on **Wednesday the 14th of August 2024 at 7:00pm at Shirebrook Village Hall, Park Road, Shirebrook, Derbyshire, NG20 8JP**, for the purpose of transacting the following business.

Yours Faithfully



Mrs. Jennifer Jeffery
Town Clerk & RFO

Excerpt from the Standing Orders of Shirebrook Town Council

3. MEETINGS GENERALLY

- e. Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda only with the express permission of the Chairman.
- f. The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 10 minutes unless directed by the chairman of the meeting.
- g. Subject to standing order 3(f), a member of the public shall not speak for more than 5 minutes.
- h. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
- i. A person shall raise his hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The chairman of the meeting may at any time permit a person to be seated when speaking.
- j. A person who speaks at a meeting shall direct his comments to the chairman of the meeting.
- k. Only one person is permitted to speak at a time. If more than one person wants to speak, the chairman of the meeting shall direct the order of speaking.

ADDRESS: Shirebrook Town Hall, 209 Station Road, Shirebrook, Derbyshire, NG20 8AF

TELEPHONE: 01623 742475 **FACSIMILE:** 01623 742544

E-MAIL: enquiries@shirebrooktowncouncil.gov.uk

AGENDA

- 2024/102** TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE.
- 2024/103** TO RECEIVE DECLARATIONS OF INTERESTS.
- 2024/104** TO DISCUSS ANY POLICE MATTERS AND DECIDE ANY ISSUES FOR REPORT.
CRIME FIGURES ARE ATTACHED FOR INFORMATION.
- 2024/105** TO PERMIT PUBLIC PARTICIPATION PERIOD.
A period of up to ten minutes to receive questions from members of the public on matters pertaining to the agenda in line with the Town Council's Standing Orders. Other matters not on the agenda should be submitted in writing and will be responded to directly or reviewed at a future meeting as appropriate.
- 2024/106** TO APPROVE THE MINUTES OF THE MEETING OF THE TOWN COUNCIL HAVING BEEN HELD ON THE 12TH OF JUNE 2024.
- 2024/107** TO APPROVE THE MINUTES OF THE MEETING OF THE TOWN COUNCIL HAVING BEEN HELD ON THE 24TH OF JUNE 2024.
- 2024/108** TO APPROVE THE MINUTES OF THE MEETING OF THE TOWN COUNCIL HAVING BEEN HELD ON THE 1ST OF JULY 2024.
- 2024/109** TO APPROVE THE MINUTES OF THE MEETING OF THE TOWN COUNCIL HAVING BEEN HELD ON THE 31ST OF JULY 2024.
- 2024/110** TO REVIEW THE MINUTES OF COMMITTEE MEETINGS AND NOTE THE DECISIONS THERETO;
a. LEISURE COMMITTEE MEETING HELD ON THE 26TH OF JUNE 2024.
b. OPERATIONS COMMITTEE MEETING HELD ON THE 10TH OF JULY 2024.
- 2024/111** TO REVIEW AND APPROVE FINANCIAL INFORMATION
a. TO REVIEW CASH BOOK ENTRIES SINCE PREVIOUS MEETING AND ADDRESS ANY QUERIES PRIOR TO AUTHORISING – 1ST OF MAY 2024 TO 30TH OF JUNE 2024.
b. TO REVIEW AND AUTHORISE BANK RECONCILIATION/S FOR CASH BOOK PERIOD.
c. TO CONSIDER AND DECIDE APPLICATIONS FOR FINANCIAL ASSISTANCE.
(NONE RECEIVED TO DATE)
- 2024/112** TO CONSIDER PLANNING APPLICATIONS AND REVIEW PLANNING DECISIONS.
- 2024/113** TO RECEIVE CHAIRMAN'S COMMUNICATIONS.
a. UPDATES FROM PREVIOUS MEETING/S.
i. CLLR. MURRAY-CARR – UPDATE ON MAINTENANCE AND PAINTING OF CEMETERY FENCING AND GATEWAYS.
- 2024/114** **CONFIDENTIAL ITEM/S - Exclusion of the Press & Public.**
To resolve that in view of the confidential nature of the items to be discussed, a formal resolution be passed to exclude the press and public from the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act 1960 & the Local Government (Access to Information) Act, Part 1, paragraphs 11.

2024/115 PERSONNEL MATTERS.

- a. TO RECEIVE UPDATE ON DEPARTMENTAL STAFFING REVIEW FROM TOWN CLERK AND INSTRUCT ANY FURTHER ACTION.
- b. TO RECEIVE UPDATE RELATING TO INJURED EMPLOYEE.

2024/116 TO APPROVE THE DATE OF THE NEXT MEETING OF THE TOWN COUNCIL.

The date for the next Ordinary Meeting of the Town Council is set as the 16th of October 2024, in accordance with the approved meeting schedule.

SCHEDULED MEETINGS;

LEISURE COMMITTEE MEETING – 4TH OF SEPTEMBER 2024.

OPERATIONS COMMITTEE MEETING – 18TH OF SEPTEMBER 2024.

ORDINARY MEETING – 16TH OF OCTOBER 2024.