

# Shirebrook

## Town Council

12<sup>th</sup> of June 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 **Monday** the **24<sup>th</sup> of June 2024** at **7:00pm** at **Shirebrook Town Hall, 209 Station Road, Shirebrook, Derbyshire, NG20 8AF**, 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.

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

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

**E-MAIL:** [enquiries@shirebrooktowncouncil.gov.uk](mailto:enquiries@shirebrooktowncouncil.gov.uk)

**AGENDA**

- 2024/084** TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE.
- 2024/085** TO RECEIVE DECLARATIONS OF INTERESTS.
- 2024/086** TO REVIEW AND APPROVE FINANCIAL INFORMATION
- a. TO REVIEW AND APPROVE ANNUAL INTERNAL AUDIT REPORT 2023/24.
  - b. TO REVIEW AND APPROVE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2023/24  
FORM 3 - SECTION 1 - ANNUAL GOVERNANCE STATEMENT 2023/24.
  - c. TO REVIEW AND APPROVE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2022/23  
FORM 3 - SECTION 2 - ACCOUNTING STATEMENTS 2023/24.
  - d. TO REVIEW AND APPROVE THE NOTIFICATION OF THE PUBLIC RIGHTS AND PUBLICATION OF  
THE UNAUDITED ACCOUNTS 2023/2024.
- 2024/087** 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.
- 2024/088** PERSONNEL MATTERS.
- a. TO RECEIVE UPDATES ON PERSONNEL MATTER AND DECIDE ACTION.
    - i. RELATING TO INJURED EMPLOYEE.
- 2024/089** 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 14<sup>th</sup> of August 2024, in accordance with the approved meeting schedule.

SCHEDULED MEETINGS;

LEISURE COMMITTEE MEETING – 26<sup>TH</sup> OF JUNE 2024.

OPERATIONS COMMITTEE MEETING – 10<sup>TH</sup> OF JULY 2024.

ORDINARY MEETING – 14<sup>TH</sup> OF AUGUST 2024.