

INGLEBY BARWICK TOWN COUNCIL

NOTICE IS HEREBY GIVEN THAT THE ANNUAL MEETING
OF
INGLEBY BARWICK TOWN COUNCIL
WILL BE HELD IN
THE SMALL HALL, INGLEBY BARWICK COMMUNITY HALL, HARESFIELD WAY,
INGLEBY BARWICK
ON
WEDNESDAY 17TH MAY 2017
COMMENCING AT
7.00 P.M.

PLEASE BE ADVISED: Filming, Photographing or Audio Recording of the Town Council Meeting may take place. The Town Council accepts no liability for any material created by those filming, photographing or recording the meeting.

AGENDA

1. **ELECTION OF CHAIRMAN OF INGLEBY BARWICK TOWN COUNCIL FOR THE COUNCIL YEAR 2017/2018.**
2. **CHAIRMAN TO SIGN THE DECLARATION OF ACCEPTANCE OF OFFICE.**
3. **ELECTION OF VICE-CHAIRMAN OF INGLEBY BARWICK TOWN COUNCIL FOR THE COUNCIL YEAR 2017/2018.**
4. **HOUSEKEEPING** - Announcements, to be noted.

N.B. The Council has allocated a period of 10 minutes for public participation in the agenda, after this time has elapsed no further public participation will be permitted. The remaining agenda items are to be debated by Councillors only, to which members of the public are cordially invited to observe, with the exception of any item(s) identified as containing exempt or confidential information.

5. **NOTICE OF MEETING** - Public Notice of the meeting has been given in accordance with Schedule 12, para. 10(2) of the Local Government Act 1972.
6. **APOLOGIES FOR ABSENCE** - To receive apologies and record absences.
7. **CODE OF CONDUCT** - To consider the following:
 - (a) To receive declarations of interests
 - (b) To consider any requests for dispensations
 - (c) Register of interest forms A & B - To remind Councillors to update their forms, as and when required (for information only)

8. **MINUTES OF THE ORDINARY MEETING OF THE TOWN COUNCIL HELD ON WEDNESDAY 19TH APRIL 2017** - After consideration, to approve the Minutes as a true and accurate record; the Chairman to sign the Minutes.
9. **PUBLIC PARTICIPATION** – 10 minutes **maximum** is designated. A member of the public shall not speak for more than **2** minutes.

N.B. No decisions will be made on any items raised which are not already on the agenda. The Town Council will consider as to whether any items raised be included for consideration/decision on the agenda for the next meeting.
10. **INGLEBY BARWICK ENFORCEMENT SERVICE**– 5 minutes to be designated to receive the monthly update.
11. **TO CONSIDER APPOINTMENT OF COMMITTEES, SUB COMMITTEES AND WORKING GROUPS.**
12. **TO APPOINT THE PROPOSED COMMUNITY CENTRE WORKING GROUP -**
To appoint membership of the Working Group.
13. **TO APPOINT MEMBERS TO THE COMMUNITY HALL MANAGEMENT COMMITTEE** - To appoint three Members to the Committee.
14. **APPOINTMENT OF REPRESENTATIVES TO:**

(a) Cleveland Local Councils Association	(2)
(b) Eastern Locality Forum	(1)
(c) Eastern Area Transport Strategy	(1)
15. **TO CONSIDER PAYMENT OF SUBSCRIPTIONS/RENEWALS FALLING TO BE PAID ANNUALLY:**

(a) Insurance Policy - Renewal date 1st June 2017	
(b) Cleveland Local Councils Association - Renewed April 2017	
(c) Society of Local Council Clerks - Renewal date January 2018	
16. **TO CONFIRM/APPOINT CHEQUE SIGNATORIES** - To confirm the four Members appointed as cheque signatories.
17. **REVIEW OF SERVICE LEVEL AGREEMENTS**

(a) Ingleby Barwick Enforcement Service – For confirmation only
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18. **TO SET MEETING DATES FOR 2017/2018.**

19. **REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS** - To review the Town Council's Standing Orders and Financial Regulations.
20. **REVIEW OF POLICY AND PROCEDURE DOCUMENTS** - To review policies and procedures, as required.
21. **PROPOSED COMMUNITY CENTRE, THE RINGS** – To receive an update and consider any matters including the following:
 - (a) Public consultation on the project, plans for borrowing and loan repayments
 - (b) Information on the website
 - (c) Update on Appointment documents for the Architect and Engineer
 - (d) Update on Heads of Terms for Lease/Covenants
22. **GOSSIP ARTICLE** - To consider the draft article with the view to approval for publication.
23. **FINANCE:**
 - (a) Current Balance Sheet
 - (b) Accounts due for Payment
 - (c) End of Year Accounts 2016/2017
24. **MATTERS ARISING AND UPDATES** - From the Minutes of the Town Council.
(for information only)
25. **PLANNING APPLICATIONS:**
 - (a) List of applications registered with S.B.C. in April 2017
 - (b) List of S.B.C. delegated decisions made in April 2017
 - (c) Planning Application No. **17/0919/REM**
Proposal: Reserved matters application for the appearance, landscaping, layout and scale, for residential development of 55 no. dwellings
Location: Land at Low Lane, High Leven
 - (d) Planning Application No. **17/0862/OUT**
Proposal: Outline planning permission with some matters reserved (appearance, landscaping, layout and scale) for the erection of up to 495 dwellings with public open space, landscaping, sustainable drainage system (SUDS) and vehicular access points from Green Lane
Location: Land West of Yarm Lea, Worsall Road, Kirklevington, Yarm
26. **CLERKS REPORT** – To note and accept the Clerks Report which includes updates and supporting information in respect of agenda items.
27. **CORRESPONDENCE** - To note and consider any correspondence received.
28. **DATE OF SPECIAL MEETING OF THE TOWN COUNCIL - Wednesday 31st May 2017** at Ingleby Barwick Community Hall, 7 pm.

29. **DATE OF NEXT ORDINARY MEETING OF THE TOWN COUNCIL – Wednesday 14th June 2017** at Ingleby Barwick Community Hall, 7 pm.
30. **EXCLUSION OF THE PRESS AND PUBLIC DURING CONSIDERATION OF THE FOLLOWING ITEM OF BUSINESS** - Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press be excluded from the meeting during consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
31. **PROPOSED COMMUNITY CENTRE, THE RINGS** – To receive an update on Tenders.
32. **STAFFING MATTERS** – To consider the following:
 - (a) **Part Time Administration Assistant** – Employment Matters

Paula M. Hall

**Paula M. Hall
Town Clerk
Ingleby Barwick Town Council**

Members of the Public Rights to Attend this Meeting

With the exception of any item identified above as containing exempt or confidential information under the Public Bodies (Admission to Meetings) Act 1960, members of the public are entitled to attend this meeting and/or have the access to the agenda.

Public Participation The Town Council has a designated period of 10 minutes on the Agenda for public participation. A member of the public shall not speak for more than 2 minutes which must be observed to ensure that meetings run efficiently. You may not speak at any other time, or be involved in the debate.

Persons wishing to obtain any further information on this meeting, including the opportunities available for a member of the public to speak at the meeting; or for details of access to the meeting for people with disabilities, please Contact Paula Hall tel: (01642) 308665 or email: town.clerk@inglebybarwicktowncouncil.org.uk