

# Edlington Town Council



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Town Clerk & Financial Officer

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## AGENDA

Dear Councillor

3rd May, 2022

**You are summoned to attend the annual meeting of Edlington Town Council, to be held on TUESDAY 10<sup>th</sup> May, 2022 at 4pm in the Council Offices, Stubbins Hill, Edlington**

1. Election of Mayor (Councillor Steve Reardon)
2. Election of Deputy Mayor (Nominations)
3. Declarations of Acceptance of Office – Town Mayor & Deputy Mayor
4. To consider and approve apologies for absence
5. To consider motions for the variation to the order of business (if any)
6. To receive any declarations of interest not already declared under the Council's code of conduct or Members register of disclosable pecuniary interests
7. To identify items for which the press and public may be excluded (if any)
8. To confirm the minutes of the meeting held on 12<sup>th</sup> and 26<sup>th</sup> (extraordinary) April, 2022 as true and accurate records
9. To confirm the appointment of Members to the Staffing Committee, Working Groups and Outside Bodies for 2022/23 and their terms of reference
10. Review and adoption of Council Standing Orders for 2022/23 (proposed to re-affirm existing Standing Orders)
11. Review and adoption of Council Financial Regulations for 2022/23 (proposed to re-affirm existing Financial Regulations)

**12.** Review and adoption of Edlington Town Council Member Code of Conduct (proposed to re-affirm existing code of conduct)

**13.** To confirm a schedule of Town Council meetings for 2022/23 – proposed as generally second Tuesday in each month and whether or not to continue the previous pattern of alternating between a daytime and evening start time :- 2022 - 14<sup>th</sup> June (10am), 12<sup>th</sup> July (6.30pm), 9<sup>th</sup> August (10am), 13<sup>th</sup> September (6.30pm), 18<sup>th</sup> October (10am), 15<sup>th</sup> November (6.30pm), 13<sup>th</sup> December (10am) 2023 – 17<sup>th</sup> January (6.30pm), 14<sup>th</sup> February (10am), 14<sup>th</sup> March (6.30pm), 11<sup>th</sup> April (10am) & 9<sup>th</sup> May (annual meeting 4pm)

**14.** To re-affirm the Town Council's existing arrangements/policies in respect of :-

**14.1** Asset register @ 31/3/22

**14.2** Investment Strategy 2019-2022

**14.3** Discipline & Grievance policy

**14.4** Press & Media policy

**14.5** Social Media policy

**14.6** Data Protection policies under GDPR 2018

**14.7** Customer complaints procedure

**15.** Partner Updates from DMBC Ward Councillor(s) or South Yorkshire Police representative (if present)

**16.** Report of the Clerk – To receive updates and consider matters in respect of:

**16.1** Final report of the Internal Auditor 2021/22

**16.2** PKF Littlejohn Annual Governance & Accountability Return 2021/22 – to i) approve the annual governance statement and ii) the accounting statements for submission to the External Auditor and iii) to note the period for the exercise of public rights for inspection of the accounts

**16.3** Renewal of the Town Council's insurance arrangements from 1/6/22

**16.4** To consider quotations for disposal of bulky waste material in Edlington and to determine the basis of the pilot scheme

**16.5** Update on request for owner to advise of development plans re land at Cross Street, former Doctor's surgery spanning Edlington/Broomhouse Lane

**16.6** SLH reply re prospects for development of land at former Barnburgh House, Edlington

**16.7** DMBC – Environment & sustainability updates & Town/Parish Council Climate Action Network

**16.8** Updates following meetings with Nick Fletcher, Don Valley MP & DMBC Stronger Communities Coordinator 6/5/22

**16.9** Improvement Projects & Events – a) Preparations for Queen's Platinum Jubilee commemoration 4/6/22 – notes of meeting with partner/local community groups 25/4/22; b) Remembrance Sunday

**16.10** Town Clerk working pattern – review after 6 months re office/homeworking pattern

**16.11** Allotments – Liaison with Secretary of Group 1 Martinwells site re hosting their AGM and site inspection carried out 20/4/22

**17.** Planning – To consider any Planning Application Consultations (if any)

**17.1** 22/00989/TCON - Conservation area notification to crown reduce one Silver Birch (T1) by 3m. The tree is within the Old Edlington Conservation Area, Husaker, 1 Rectory Gardens, Old Edlington

**18.** Mayor's Announcements (if any)

**19.** Matters requested by Councillors

**19.1** Feedback on inspection of parks & open spaces in Edlington and lobbying DMBC in respect of perceived improvements required

**19.2** Proposed date for invitation to Edlington businesses, local chamber of commerce and Don Valley MP to a meet and greet session at Grainger Centre with the new Town Mayor – proposed dates either Tuesday 14<sup>th</sup> or 21<sup>st</sup> June 2pm

**19.3** Disabled access – open spaces in Edlington

**20.** Financial matters:

**20.1** To note & receive schedule of payments made May 2022 and income received during April

**20.2** Grant application – Expect Youth

**20.3** Grant application – English Heritage Group

**21.** To determine publicity items/community updates arising from this meeting

**22.** To consider the following new correspondence/information items and any action where necessary

1	YLCA	White Rose updates 8 <sup>th</sup> , 14 <sup>th</sup> , 22 <sup>nd</sup> & 29 <sup>th</sup> April & webinar training programme
2	DMBC	Consultation on draft Biodiversity Net Gain Supplementary Planning Document
3	DMBC	Temporary Traffic Regulation Order – Wilsic & Long Gate/Cockhill Lane 1/5/22 – 31/8/22
4	NSALG	Virtual Allotment Officer's Forum meeting 23/6/22
5	DMBC	Rugby League World Cup 2021 – Micro Grant Funding Scheme Launch
6	Stagecoach East Midlands	Fare changes - from Monday 25 April 2022
7	DMBC	Temporary Traffic Regulation Order – Lords Head Lane 16/5/22

**23.** To notify the Clerk of matters for inclusion on the agenda of the next meeting

**24.** Date of next meeting – Tuesday 14<sup>th</sup> June 10am