



## CHILTON TOWN COUNCIL

### NOTICE OF SPECIAL MEETING

25<sup>th</sup> May 2021

You are summoned to attend a Meeting of Chilton Town Council to be held at St. Aidans Church Hall Durham Road, Chilton, County Durham, commencing immediately after Annual Town Meeting

**Tuesday 1<sup>st</sup> June 2021**

All members of the Council are summoned to attend for the purpose of considering and resolving the business to be transacted as set out hereunder.

Members of both Council and Public are advised the meeting may in full or in part be either recorded or photography taken.

### **AGENDA**

1. **APOLOGIES**

To receive any apologies for absence and approve reasons for non-attendance.

2. **DECLARATION OF INTERESTS**

Members are required to declare any disclosable pecuniary interests, other registerable interests, and non-registerable interests in any of the items included on the agenda in accordance with the Members' Code of Conduct.

3. **MEMBERS DISPENSATIONS**

To consider written requests for dispensations from members who have declared disclosable or non-disclosable pecuniary interests under section 33 of the Localism Act 2011.

**The Mayor asks that all members of Council give respect and listen to all the views of members of Council during the meeting.**

4. **PUBLIC PARTICIPATION**

To adjourn the meeting to permit members of the public to make representations or ask questions on any item of business included on the agenda (maximum time of 20 minutes). The meeting will then be resumed.

5. **COMMITTEE TERMS OF REFERENCE AND MEMBERSHIP**

- a. Policy and Resources
- b. Staffing Committee
- c. Staffing Committee/Appeals
- d. Community
- e. Allotments and Open Space
- f. Cemetery

Members will also determine frequency/dates of all Committee meetings.

6. **COVID ROADMAP/ REOPENING HUTTON HOUSE**

7. **HONORARY BURGESS (EB)**

8. **SOCIAL MEDIA/ANNUAL COUNCIL MEETING (PM)**

9. **CHILTON MINERS' WELFARE CHARITY**

To confirm date of next Trustee meeting, this will also include election of members to Charity Management Committee

10. **EXCLUSION OF THE PRESS AND PUBLIC**

In accordance with Paragraph 1(2) of The Public Bodies (Admission to Meetings) Act 1960, the Council will be asked to resolve that the public and representatives of the press shall be excluded from the meeting during consideration of the following items of business on the grounds that publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted, e.g. contractual and staffing matters or preparation of legal proceedings

11. **STAFFING REPORT (EB)**

12. **REVIEW OF STAFFING ROLES**

13. To confirm the date of the next meeting: Tuesday 15<sup>th</sup> June 2021 at 6.00 p.m.

Yours faithfully,

*Mr J. Robinson*

**Acting Town Clerk**

**25<sup>th</sup> May 2021**