



CHILTON TOWN COUNCIL

Mayor Cllr. S. Sutherland

In accordance with Paragraphs 8 & 10(2) (b) of Schedule 12 of the Local Government Act 1972, I hereby summon you to attend a Meeting of Chilton Town Council to be held in Hutton House, Chilton on Tuesday 12th November 2024, commencing at 6pm.

AGENDA

1. To receive apologies for absence
 2. To receive Declarations of Interest
 3. To receive Member dispensations
 4. Public Participation
 5. Mayors Report
 6. To approve minutes of the following meeting and recommendations there in –
 - a. Chilton Town Council meeting held on 8th October 2024
 7. To receive minutes of the following committee meetings
 - a. Allotments Committee Meeting held on 16th September 2024
 - b. Allotments Committee Meeting held on 23rd September 2024
 - c. Policy and Resources Committee Meeting held on 24th September 2024
 - d. Community Committee Meeting held on 24th September 2024
 - e. Cemetery Committee Meeting held on 24th September 2024
 8. County Councillors Report
- Financial Matters**
9. Monthly Financial Reconciliation and Budget Review of year to date spend/available funds for each committee.
 10. To discuss the information and agree the appropriate response regarding a contract with IOS for stationery supplies
 11. To consider a request from the Litter Picking Group for the Town Council to purchase/provide a storage unit at Hutton House for their equipment (EB)
- Policy and Procedural Matters**
12. To appoint the Internal Auditor for the council for the financial year 24/25
 13. To adopt the Health and Safety Policy – this policy was reviewed and recommended by the Policy and Resources Committee at a meeting held on 22.10.24.
 14. To adopt the Lone Working Policy – this policy was reviewed and recommended by the Policy and Resources Committee at a meeting held on 22.10.24.
 15. To adopt the Tree Management Policy – this policy was reviewed and recommended by the Policy and Resources Committee at a meeting held on 22.10.24.
 16. To consider a quotation for a new Security System in Hutton House (if information received prior to meeting).
- Standing agenda items**
17. To receive an update on the Neighbourhood Plan
 18. Charity Report- To include a request from the Trustees regarding funding options towards the shortfall in the FA Match Funding contribution
 19. To receive an update on the Website
 20. To receive and consider if any actions required from the Playground Inspection Report
- Exclusion of Press and Public**
- To **RESOLVE** that under Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during consideration of the following item of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.
21. Disputed Land

22. Staffing update

A handwritten signature in black ink, appearing to read "Dickinson", written in a cursive style.

Joanne Dickinson,
Town Clerk,
6th November 2024