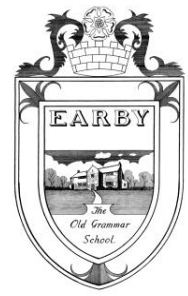


# EARBY TOWN COUNCIL



Chairman: Chris P. Tennant  
Clerk: Mrs Katie Jeffreys. The Parish Rooms, Victoria Road,  
Earby, Barnoldswick, Lancashire. BB18 6US  
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**SUMMONS to a meeting of EARBY TOWN COUNCIL to be held on Monday 24<sup>th</sup> February 2020 at 7.30pm in The Parish Rooms, Victoria Road, EARBY**

## AGENDA

### PART I – OPEN TO THE PUBLIC AND PRESS

1. **Welcome**

The Chairman welcomes all to the meeting at 7.30pm.

2. **Attendance, Apologies and Non-Attendance**

To record, accept, or otherwise, attendance, apologies for absence and non-attendance.

3. **Declarations of Interest/s**

Members are reminded of the legal requirements concerning the declaration of interests; **a member must declare a pecuniary interest which he/she has in any agenda item.**

A Member with a pecuniary interest in any item may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting.

In addition, it is suggested that a Member with a pecuniary interest leave the room where the meeting is held while any discussion or voting takes place.

4. **Public discussion**

Members of the public present to be offered the opportunity to address council on any relevant subject not already on the agenda.

**Any questions for council requiring a detailed answer should to be sent via post or email to the clerk one week before the meeting.**

Usual maximum time allotted 15 minutes.

5. **Minutes**

To accept and approve as an accurate representation, the minutes of the previous meeting held on Monday 27<sup>th</sup> January 2020.

6. **Update of ongoing issues from previous minutes**

For information only, a verbal update from clerk and councillors on any matters from the previous minutes.

7. **Friday Surgery**

Cllr Cocker to bring to Councils attention items of special note from the report of the weekly Friday surgeries; the report having previously been issued to councillors.

8. **Police business**

To report on any issues of concern and forward anything of importance to the local police team.

9. **Planning: to consider and comment on the following:**

**Applications**

Town and Country Planning Act 1990

APPLICATION: 20/0059/HHO

PROPOSAL: Full: Erection of a two-storey extension to rear and side.

AT: Dane House Old Lane Earby

FOR: Mr & Mrs Christopher and Donna Ryan

CONSULTATION

**Deadline: Please send me your comments by: 3rd March 2020**

**Appeals**

**To note the delegated list.**

The latest list has been circulated by the clerk to all councillors via email. Council will discuss items pertinent to Earby and the clerk to be notified should a councillor wish to highlight a decision for such discussion. **If none the list will be deemed to be accepted.**

10. **Reports from meetings with other organisations**

To receive for information purposes, verbal or written reports from councillors or the clerk on any such meetings they have attended. **These should be notified to the clerk in advance of the agenda so that they can be listed;** in the case of written reports, so that they can be circulated to councillors prior to the meeting.

11. **Finance**

To approve the payment list.

12. **Adoption of NALC template code of conduct**

Council to adopt the NALC template code of conduct for Councillors, as previously circulated.

13. **Updating of Office 365 programme.**

That Council purchase "Office 365" programme of similar and updates the CEO/RFO lap top computer if required, with this expenditure be financed from within the Administration budget for 2020/21.

14. **Appointment of internal auditor**

That Council appoint Yorkshire Internal Audit Services to undertake the internal audit, as part of a continuous service from previous years.

15. **VE Day Plans**

Council to discuss the plans for VE75 in May.

16. **Exclusion of the Public and Press**

To consider excluding the public and press from the meeting during the next following items of business in pursuance of the power contained in Section 100(A)(4) of the Local Government Act, 1972 as amended when it is likely, in view of the nature of the proceedings or the business to be transacted, that there will be disclosure of exempt information which is likely to reveal the identity of an individual.

**PART II – EXEMPT ITEMS**

**17. Temporary replacement for Lengths man**

Council to discuss the requirement for a temporary replacement for the lengths man.

**18. Clerks' return to work – HR Committee recommendation**

Council to discuss the HR Committee's recommendation on the Clerk's return to work.

**19. Correspondence**

To receive for information purposes items received since the last meeting that have not already been dealt with by the clerk or appear on the agenda.

The next meeting will be held on **Monday 30<sup>th</sup> March 2020 at 7.30pm** in the Parish Rooms.

DATED: 18<sup>th</sup> February 2020

Clerk & RFO:

K. Jeffreys