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To: All Tuxford Town Councillors

22 April 2021

Dear Councillor,

You are hereby summoned to attend **the Full Council Meeting of Tuxford Town Council** to be held **Virtually at 7.15pm on Thursday 29 April 2021**, following the Annual Town Meeting which commences at 7:00pm. The Agenda is attached.

Yours sincerely,

*Clare Fox*

**Mrs Clare Fox**

**Clerk to the Council**

**Meeting of Tuxford Town Council to be held Virtually at 7.15pm on Thursday 29 April 2021**

Join Zoom Meeting

<https://us02web.zoom.us/j/83928507196?pwd=OHdnRjhkNEpEQk0rOGRtSk1MNFMyQT09>

Meeting ID: **839 2850 7196**

Passcode: **253352**

## **Agenda**

- 1. To elect a Chairman for the year 2021/22 and the signing of the Declaration of Acceptance of Office**
- 2. To elect a Vice Chairman for the year 2021/22 and the signing of the Declaration of Acceptance of Office**
- 3. Chairman and Vice Chairman to sign Declaration of Acceptance of Office**
- 4. Remind Councillors to ensure Register of Interests is current and up to date**
- 5. Appointment of Finance and Services Committee membership (five members)**
- 6. Appointment of Planning Committee membership (five members)**
- 7. Appointment of Personnel Committee membership (five members)**
- 8. Representatives to other bodies:**

**Nottinghamshire Association of Local Councils (NALC)**

**Reads Building Trust** (currently Cllr Richards)

**Police Priority Setting Meeting (Safer Neighbourhood)** (currently Cllr Moorhouse)

**Rural Conference** (currently Cllr Moorhouse)

- 9. Apologies for absence**
- 10. Declarations of Interest**
- 11. Minutes of the previous meeting held on 18 March 2021** (folio ref 2020/159-168)
- 12. Matters arising from the minutes**
- 13. To receive, accept and resolve any recommendations contained within the minutes of the following meetings:**
  - 13.1 Finance and Services Committee 01 April 2021 (folio ref 2021/001-005)
  - 13.2 Planning Committee 23 April 2021 (folio ref \* to be confirmed)

### **14. District Councillor and County Councillor reports**

*The meeting will adjourn to allow for questions from the public, then re-convene for the following items*

- 15. Asset Register – to approve total assets (from register) 2020/21**
- 16. Internal Control Policy – to approve Internal Control Policy**
- 17. Annual Governance & Accountability Return (AGAR) 2020/21**
  - 17.1 Approval of Annual Governance Statement
  - 17.2 Approve Statement of Accounts

**Members of the Public have a right to attend Council meetings but not an automatic right of speech**

17.3 Approval for Chairman & Clerk to sign the Annual Return

**18. Review of Terms of Reference**

- 18.1 Planning Committee
- 18.2 Finance and Services Committee
- 18.3 Personnel Committee

**19. To Review and Approve the following Policies**

- 19.1 Financial Regulations
- 19.2 Standing Orders
- 19.3 Code of Conduct

**20. Solar Application – Enso Energy**

**21. Approve Floral Display Quotations**

**22. New Co-Option Councillor Applications** (applications to then be discussed under Private & Confidential)

**23. Neighbourhood Plan – Update**

**24. Private and Confidential - The Mine of Information Update and Co-Option Discussion**

**25. To receive items for information and future agenda items**

**26. Date of next meeting: 20 May 2021**

Appendix A

<b>SUMMARY OF ACTIONS</b>		
<b>FC Point C/F from Previous Meeting (in RED)</b>	<b>Action</b>	<b>By Whom</b>
FC132/20	Recreate Cllr email addresses	Clerk
FC205/20	Library Venues	Cllr JM