BLYTH TOWN COUNCIL

To: ALL MEMBERS OF BLYTH TOWN COUNCIL

You are hereby requested to attend a **Meeting** of **BLYTH TOWN COUNCIL** to be held in the Council Chamber, Arms Evertyne House, Quay Road, Blyth, NE24 2AS on **Thursday 10 October 2019 at 6.30 pm.**

Public Question Time will take place at **6.00 pm for 20 minutes.** A person may ask a maximum of two questions which must be relevant to Blyth Town Council. Written questions are preferred, however, questions will be accepted at Council. No discussion or debate will take place on the question once it has been answered. Only one person will answer a question. Questions and responses will be anonymised and publicised on the Blyth Town Council website. **The Question Time procedure is available on the website by following this link** https://www.blythtowncouncil.org.uk/freedomofinformation.php

The Agenda for the meeting is set out below

JOE HUGHES
TOWN CLERK
BLYTH TOWN COUNCIL **3 October 2019**

Electronic devices can be used to access Committee papers. Please ensure that mobile phones are switched to silent mode during the meeting.

AGENDA:

1	**Apologies for absence**
2	**Disclosure of Interests And Grant Of Dispensations**
3	**Mayor's Announcements** Reminder of Governance Session with Peter Kemp on Wednesday 16 October 2019.

4	**Minutes of the Full Council held on Thursday 25 July 2019 Part I and II**
4.1	**Matters arising**
5.	**Minutes resolved by the following Standing Committees** ***(Any Councillor wishing to raise a matter from the minutes below should speak to the Chair/Town Clerk/Deputy Town Clerk in advance of the meeting)***
5.1	Minutes of the Environment Committee held on Tuesday 30 July 2019 (Part & II).
5.2	Minutes of the Special Environment Committee held on Tuesday 10 September 2019 (Part I & II).
5.3	Minutes of the Special Community Funding Sub Committee held on Thursday 25 July (part I & II)
5.4	Minutes of the Community Funding Sub Committee held on Tuesday 3 September 2019 (Part I & II).
5.5	Minutes of Planning & Development Sub Committee held on Thursday 12 September 2019.
5.6	Minutes of the Community Development Committee held on Thursday 12 September 2019 (Part I & II).
5.7	Minutes of the Staff Sub Committee (Part II) held on Tuesday 24 September 2019.
5.8	Minutes of the Governance Committee held on Tuesday 1 October 2019.
6.	**Minutes to be considered by Standing Committees for approval** ***(for information only)***
6.1	Minutes of the Partnership Working Group held on Thursday 26 September 2019.
6.2	Minutes of the Accommodation Working Group held on Tuesday 8 October 2019 (**minutes to follow**).

7	**Decision Report** Please see attached report in respect of: 1. Office Arrangements – Christmas 2019 2. Mayor's Aide-Memoir Booklet (appendix 1) 3. Internal Auditor Report (appendix 2) 4. External Auditor Report (appendix 3)
8	**Any Other Business** This item is only for items of information to be given to Town Councillors and for items which either the Committee Chair or Town Clerk consider to be genuinely urgent.
9	**DATE OF THE NEXT MEETING** The next meeting of the Full Council will be held on **Thursday 16 January 2020 at 6.30 pm** in the Council Chamber, Arms Evertyne House.
10	**Part II** Pursuant to the Public Bodies (Admission to Meetings) Act 1960; that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and they are instructed to withdraw.

MEMBERS OF THE COUNCIL:

Councillors:

W Taylor (Mayor)
M Richardson (Deputy Mayor)
E Anderson-Smith
D Carr
A Cartie
K Ellis
K Nisbet
R Parker
J R Potts
O Potts
J Reid
L Rickerby
S Stanger
G Thompson
D Walls
G Webb

Functions reserved to the decision of the Full Council

- Setting the precept and approval of Council's annual budget
- Approval of the Annual Accounts.
- Completion of the Annual Return including the Governance Statement.
- Consideration of an Auditor's report made in the public interest (*within one month of receipt*).
- The making, amendment or revoking of Standing Orders, Financial Regulations and Scheme of Delegation.
- Adoption or revision of Council's Code of Conduct.
- Confirmation (by resolution) that the Council has satisfied the statutory criteria to exercise the General Power of Competence;
- Determination and review of the Bank Mandate.
- Matters of principle or policy including setting Strategic Objectives with clear outcomes and targets.
- Nomination or appointment of Representatives of the Council to outside bodies.
- Nomination or appointment of Representatives of the Council at any inquiry on matters affecting the Town, excluding those matters specific to a Committee.
- The making, amendment or revoking of bye-laws.
- Agreement to write off individual bad debts above £500.
- Approval by resolution before payment of any grant or single commitment in accordance with Financial Regulations.
- Authorisation as to terms and purpose for any application for Borrowing Approval and subsequent arrangements for the loan.
- Approval of purchase, acquisition by other means lease, sale or disposal of tangible assets in accordance with Standing Orders or Financial Regulations.
- Approval of virement of unspent and available amounts in excess of £2,000 to other budget headings in accordance with Financial Regulations.
- Approval of use of Reserves or changes in earmarked Reserves as part of the budgetary process.
- The dismissal of any Officer.
- The overall review of any rents or charges.