



# NORTH WALSHAM TOWN COUNCIL

## Council Meeting – Tuesday, 15 December 2020

Published: 10 December 2020

Time: 18:30

Place: Virtual Conferencing on Zoom, **Meeting ID: 397 195 4894, Passcode: 030309**

Councillors are hereby summoned to attend the above meeting of the Council.

All members of the public and press are welcome to attend the virtual meeting (please use the Zoom app with the above Meeting ID and Passcode) and are allowed to address the Council during our Public Participation Forum (item 5) but are not permitted to take part in any of the debates.

*J. Shields*

Town Clerk

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## AGENDA

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence

2. **DECLARATIONS OF INTEREST**

To receive declarations of pecuniary or personal interests and consider any requests for dispensations

3. **TO APPROVE MINUTES OF PREVIOUS COUNCIL MEETING - emailed with Agenda**

(As per Standing Order 12b, to approve accuracy of actions & decisions as a true record)

To approve minutes of the Council meeting 24 November 2020

4. **UPDATE ON MATTERS FROM PREVIOUS MINUTES**

Decision/Action Log (Clerks report attached)

5. **PUBLIC FORUM**

(As per Standing Order 3e-Items on this agenda; Standing Order 3f-Total duration max 15mins; Standing Order 3g-Max 3mins per person; and Standing Order 3h-Questions do not require a response at this meeting)

6. **TO RECEIVE MONTHLY REPORTS**

6.1 District & County Councillors (verbal)

6.2 Mayors Report

- Letter sent to Post Office

7. **MATTERS ARISING FOR DECISION/DISCUSSION BY THE TOWN COUNCIL**

7.1 To consider and adopt

- Action Plan
- CCTV Policy
- Community Engagement Policy
- Data protection
- Press & Social Media Policy
- Subject access request

- 7.2 To confirm that all the required documents for the Local Award Scheme *Foundation level* are published on the website and that NWTC has all the other specified criteria
- 7.3 To discuss s106 monies
- 7.4 To consider results of Byelaw's Regulatory Assessment Impact (survey) and discuss creating a statement of assessment
- 7.5 To consider Christmas Closing hours
- 7.6 To discuss creating a gifts & hospitality report

**8. FINANCE**

- 8.1 To approve income and expenditure for November 2020
- 8.2 To approve expenditure up to 10 December 2020
- 8.3 External Auditors report (unable to complete due to a complaint being received)

**9. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY**

- 9.1 Attendance sheet (attached)
- 9.2 Routine Decisions for November 2020
- 9.3 Email received concerning External Audit

**10. TO RECEIVE UPDATES**

- 10.1 Vehicle Compound

**11. TO RECEIVE REPORTS FROM COMMITTEES AND GROUPS**

No reports were received

**12. DATES OF FORTHCOMING MEETINGS AND EVENTS**

- 12.1 Media & Information – 12 January 2021, 18.30, by virtual conferencing on Zoom
- 12.2 Full Council – 26 January 2021, 18.30, by virtual conferencing on Zoom

**13. ITEMS FOR NEXT AGENDA/ LATE ITEMS FOR DISCUSSION ONLY**