

THRAPSTON TOWN COUNCIL

Mayor: Cllr Craig Wheeler

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**If you require a large print copy please contact the Clerk
on 01832 734673**

10th May 2023

To Members of the Council

You are hereby summoned to attend the Annual Meeting of Thrapston Town Council at the Town Council office on **Tuesday 16th May 2023 at 7.15pm** for the purpose of transacting the following business.

Members of the public are invited to attend and may address the Council by prior arrangement. The Public are excluded from any items marked with an *. The Press are welcome to attend but will be excluded from any items marked with an *.

L Brodier
Linda Brodier
Proper Officer

AGENDA

No.	Item	By whom	Time
1.	To Elect a Chairman and receive Declaration of Acceptance of Office		
2.	Apologies for Absence	Chairman	Items 2-3 3 mins
3.	Declaration of Interest (Members should disclose any interests in the business to be discussed on this Agenda and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business. Declarations must be made verbally at the appropriate time as well as entered in the Interest Book).		
4.	To Elect a Vice-Chairman	Chairman	2 mins
5.	Public Open Time (Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting).	Chairman	15 mins
6.	To approve the Minutes of the Full Town Council meeting dated 25 th April 2023 To approve the Minutes of the Annual Town Meeting dated 18 th April 2023	Chairman	3 mins
7.	To welcome Andrew Oglesby & John Hemingway on behalf of Oglesby & Limb Ltd in relation to the Plaza Roof project. To receive Officer Report together with Oglesby's Tender Report for the replacement of the roof and determine awarding a contract	Chairman	15 mins



8.	To receive and note Minutes of Committee & Working Party meetings held in April	Chairman	2 mins
9.	To agree creation, alteration or abolition of Committees, Sub-Committees and Working Parties and to approve Terms of Reference for such Committees, Sub-Committees or Working Parties	Chairman	5 mins
10.	To appoint Committee, Sub-Committee and Working Party Members and to elect a Chairman of such Committees, Sub-Committees or Working Parties	Chairman	10 mins
11.	To appoint Members to serve on External Bodies: (i) Joint Action Group (JAG) (ii) Police Liaison Representative (iii) CHAT Youth Counselling (iv) Volunteer Action (v) Thrapston Youth Forum	Chairman	10 mins
12.	To receive Officer Report to approve and adopt the Standing Orders, Financial Regulations, Risk Management Scheme and Asset Register and agree action	Chairman	5 mins
13.	To review, approve and adopt the Council's Councillor's Code of Conduct	Chairman	10 mins
14.	Reminder for Members to update their Declarations of Interest Forms, if necessary, with North Northamptonshire Council	Chairman	2 mins
15.	To confirm that insurance arrangements are in place, the council having accepted insurance cover with Zurich in August 2021 for a 5-year LTA (Long Term Agreement) premium	Chairman	1 min
16.	Resolution: To agree Council's and Staff's Membership of other bodies:- SLCC – Clerk NCALC – Council ACRE – Town Council on behalf of the Plaza ICCM – Town Council for Cemetery Management Clerk & Clerk's Direct – One copy received bi-monthly	Chairman	2 mins
17.	To review Officer Report following review of the Council's policies and agree any action to be taken	Chairman	10 mins
18.	To receive, review and approve the Financial Reports for April 2023	Chairman	10 mins
19.	To receive Officer Report together with a list of payments for authorisation due in May 2023	Chairman	10 mins
20.	To receive Officer Report to review the utility contract for the gas and electricity supply at the Town Council Office, due to end 30 th June 2023 and determine whether to use the supplier as recommended by Clear Utility Solutions, the Independent Utility Consultant, who secure preferential rates for local authorities, who are recommended by NCALC		
21.	Unitary Councillor's Report	Unitary Councillor	10 mins
22.	Officer's report (for noting)	Officer	5 mins
23.	Chairman's comments	Chairman	
	Meeting Close		