



Stalbridge Town Council Meetings

## Town Council Meeting

### To all Town Councillors, Dorset Councillor & Members of the public and press

Dear member you are summoned to attend the Annual meeting of the Town Council which will be held online using Microsoft Teams on **5<sup>th</sup> May 2021, commencing after in Interim Planning Committee meeting which starts at 7.00pm** to consider the agenda items listed below.

Signed: Tracey Watson (Clerk)

**This Summons dated: 28<sup>th</sup> April 2021**

### Meeting Notes:

- This meeting will be held in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) which came in to force on 3rd May 2021.
- The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England.
- All members can use Microsoft Teams and details of how to join the meeting are sent in advance of each meeting.
  - Press and Public may join the meeting by telephone. Please contact the Clerk (details below) to request joining instructions. no later than 12 noon on Monday 2nd May 2021.
- All attendees should try to join the meeting at least 5 minutes prior to the start of the meeting to allow for any connection problems.
- Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, religion, belief or disability), Crime & Disorder, Health and Safety and Human Rights.

Members & Public can access the [Meetings papers](#) relevant to this meeting.

### MEETING AGENDA:

1. To elect a Chairman and receive the declaration of office.
2. To elect a Vice- Chairman and receive the declaration of office.
3. Open Forum: Please note: a period up to a maximum of fifteen minutes will be allowed for public comments and questions concerning items listed on the following agenda
4. To receive apologies.
5. To receive declarations of interest & Requests for dispensations (Please notify the Town Clerk prior to the meeting)

6. To approve the minutes of the meetings - held on 7<sup>th</sup> April 2021.
7. To suspend standing orders 5j v,vi, viii, x, xvi,vxii & xviii.
8. To receive Town Councillors reports. ([see papers](#))
9. To receive the Dorset Councillors report.
10. Clerks report & Correspondence: As detailed in annex 1a. ([see papers](#))
11. To approve the terms of delegation to cover the period 07/05/-23/06/21 ([see papers](#))
12. Appointment of members to existing Committees. ([see papers](#))
13. Review of representation on or work with external bodies and arrangements for reporting back. ([see Papers](#))
14. Review and adoption of appropriate standing orders and financial regulations. ([see Papers](#))
15. Review of inventory of land and assets including buildings and office equipment. ([see Papers](#))
16. Review of the council's and/or staff subscriptions to other bodies. ([see Papers](#))
17. Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council. ([see Papers](#))
18. Finance.
  - a. To receive a list of payments made under the scheme of delegation in relation to covid 19. ([see papers](#))
  - b. To receive notice of a transfer between the deposit and instant access account.
19. Date of the Next meeting - The next Town Council meeting will be an extraordinary meeting to approve the year end AGAR and will be held on Wednesday 23<sup>rd</sup> June 2021.