



Colburn Town Council

Colburn Village Hall, Colburn, North Yorkshire, DL9 4LZ

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Office hours: Mon to Fri 9.00 – 14.00

Town Mayor

Angela Dale

Deputy Mayor

Charlene Thirlwell

Town Clerk & Responsible Financial Officer

Philippa Graves

Dear Councillor

You are summoned to attend the next meeting of Colburn Town Council to be held on **Monday 18th Oct 2021 at 6.30 pm in the Village Hall**

Members of the public are most welcome to join and ask questions.

Philippa Graves (Clerk)

A G E N D A

CO-OPTION OF NEW COUNCILLOR FOR THE SEAT OF ALBERMARLE (letter attached)

1. To receive Apologies
2. To receive Councillor “declaration of interests”
3. To recommend **Approval of Minutes** of the Town Council meeting held on 20th Sept 2021 & minutes of the Open Spaces Committee meeting held on Wed 6th Oct 2021 (both attached)
Matters Arising – to discuss matters arising from the minutes not otherwise on the agenda
4. To receive **monthly crime report** for Oct (to be circulated by email)
5. To meet with representatives of **Richmond Leisure Trust** to formally support the vision for the campus development at Colburn Leisure Centre which includes a requirement to acknowledge the content of the Mechanical & Electrical Condition Survey and the Building Survey (circulated by email)
6. To discuss **County Council matters** with County Councillor Helen Grant
7. Report from District Councillors on **RDC matters relevant** to Colburn
8. To receive **reports from Other Bodies and Committees:**
Monitoring Internal Systems – meeting with Cllr Mincher highlighted the need for Pro Forma for each project for management and accurate reporting purposes
Current Planning applications: none
9. To discuss **Financial Matters** (grants awarded under Section 137 of Local Government Act 1972):
 - To approve payment of agreed £5000 grant for the Development Plan completed for Colburn Leisure Centre (copy invoice attached with agenda)
 - To discuss grant request from Great North Air Ambulance (letter circulated with agenda)
 - To discuss the RDC email on the purchase of additional litter bins (circulated with agenda)
 - To update the process for purchasing a VAS sign from NYCC (meeting with Mark Sykes 5th Oct)
 - To approve Payment/receipt List from 21st Sept – 18th Oct 2021 (circulated at meeting)
 - To receive Sept monthly figures with bank reconciliation (attached)
10. **Date of next Meeting: Monday 15th November 2021 at 6.30 pm in the Village Hall**
11. Any other Business (Items for information only)

Date of posting: 11th Oct 2021

MINUTES OF EACH TOWN COUNCIL MEETING ARE ALSO AVAILABLE FOR PUBLIC INSPECTION AT THE WEBSITE www.colburntowncouncil.co.uk AND COLBURN LIBRARY AND AT www.richmondshire.gov.uk (community/Parish&towncouncils)