



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 17th May 2021 at 6.30 pm online through Zoom.

Members of the public are most welcome to join and ask questions. Those wishing to have access are requested to email the office who will send the link in response so we can insure safe access.

Philippa Graves (Clerk)

A G E N D A

1. To receive Apologies
2. To receive Councillor “declaration of interests”
3. To recommend Approval of Minutes of the Town Council meeting held on 22nd April 2021 & minutes of the Extraordinary Annual Meeting held on 6th May 2021 (both attached)
Matters Arising – to discuss matters arising from the minutes not otherwise on the agenda
4. To receive monthly crime report for May (to be circulated by email)
5. To approve the Annual Governance Statement by members of the Council for the Annual Return and discuss the Internal Controls listed (attached)
6. To approve the Accounting Statement for the Annual Return together with the Annual Accounts to include the Asset Register for the year ended 31st March 2021 (attached)
7. To approve Section 4 of the Bank of Ireland Business Account Mandate signed by the Chair (part of Unincorporated Organisations Business Account form required for regulatory purposes) attached
8. To discuss County Council matters with County Councillor Helen Grant
9. Report from District Councillors on RDC matters relevant to Colburn
10. To receive reports from Other Bodies and Committees to include current Planning applications:
21/00286/FULL Planning Permission for Change of Use from Retail Shop to Hot Food Takeaway at 17 Hildyard Row, Catterick Road, Colburn DL9 4DH (closed for comments 5 May 2021)
11. To discuss Financial Matters (grants awarded under Section 137 of Local Government Act 1972):
To approve Payment/receipt List from 22nd Apr – 17th May 2021 (circulated by email)
To receive monthly figures (April) with bank reconciliation (attached)
12. **Date of next Meeting: Monday 21st June 2021 at 6.30 pm on zoom**
13. Any other Business (Items for information only)

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)