



# Carterton Town Council

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**Ron Spurs** BSC MA MBA CILCA  
Town Clerk

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10 June 2020

CLlr M Mead - Chairman  
CLlr N Leverton – Vice Chairman

CLlr C Cook  
CLlr R Crapper  
CLlr M Crossland  
CLlr P Handley  
CLlr E Hatton  
CLlr C James  
CLlr L Little  
CLlr M McBride  
CLlr J Sangster  
CLlr D Wesson  
CLlr K Wood

## SUMMONS TO ATTEND

You are hereby summoned to attend the next Meeting of CARTERTON TOWN COUNCIL on **16 June 2020 at 6.30 pm.** via Zoom Video-Conferencing. Go to [www.zoom.us](http://www.zoom.us).  
**Meeting ID: 839 9253 5424. Password: 732867**

The Press and Public are welcome to attend this meeting. Questions and statements will be taken from members of the public during the period of time which is designated for public participation in accordance with The Town Council's Standing Order 1(d).

**If you are unable to attend and wish your apologies to be recorded, you must let the Town Clerk know by 5.00 pm at the latest on the day of the meeting.**

The Agenda for the meeting is attached

Yours faithfully

**Ron Spurs**  
Town Clerk

## AGENDA

### Apologies

- 1 To receive any Declarations of Interest in respect of items on this Agenda as required by the Town Council Code of Conduct. Members are reminded that, in accordance with Town Council's Code of Conduct, they are required to declare any disclosable pecuniary interests or other interests that have not already been declared in the Council's Register of Interests.
- 2 Minutes of the Town Council Meeting held on 19 May 2020 – for Approval.
- 3 Adjournment of 15 Minutes for Members of the Public to raise matters
- 4 Adjournment of 15 Minutes for County Councillors to raise matters.
- 5 Adjournment of 15 Minutes for District Councillors to raise matters.
- 6 Town Mayor's Announcements
- 7 Resignation of Cllr D Melvin – for Noting.
- 8 Minutes of the Urgency Committee held on 3<sup>rd</sup> June 2020-for Noting
- 9 Report of the Internal Auditor- For Noting
- 10 Asset Register – For Noting.
- 11 Draft Annual Return for year ending 31 March 2020:
  - a. Annual Internal Audit Report – for Noting
  - b. Annual Governance Statement at Section 1 – for Approval
  - c. Accounting Statements at Section 2 - for Approval
- 12 Risk Register-for Approval.
- 13 Covid19 – Risk-Duty of employer and Landlord- Verbal update Town Clerk.
- 14 Grant for Lantern Parade 2019 - Approval (Observation from Internal Auditor)
- 15 Grant for Allandale Roof 2019 – Approval (Observation from Internal Auditor)
- 16 Solar Panels – Report by Town Clerk.
- 17 Town Hall Refurbishment – Update.
- 18 Carterton Crier – Report - for Approval.
- 19 Memorial for Town Centre re Covid-19 loss of life.
- 20 Tree Planting Project – Update by Town Clerk.
- 21 Payment of Mayor's Allowance – verbal report.
- 22 Bank Reconciliation Statement to 31 May 2020 – for Approval.
- 23 Details of Income received during May 2020 for noting.
- 24 Accounts for Payment for June 2020 – see attached for Approval.