
BURTON LATIMER
TOWN COUNCIL
www.burtonlatimer.org

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Members of the Public
Burton Latimer

Our Ref: Agenda May 2010
Your Ref:
Date: 4 May 2010

Dear Member of the Public,

You are invited to a meeting of the Burton Latimer Town Council to be held on the **11 May 2010** commencing at **7.00 p.m.** at the **Council Offices, High Street, Burton Latimer** for the purposes of transacting the business listed hereunder. Please contact the Clerk should you require a copy of any reports referred to in the agenda.

A Public Forum will take place from 7.00 pm to 7.15 pm. to give members of the public and the press the opportunity to address the Town Council on any matters they wish to raise.

Yours sincerely

George Sneddon MA, DMS, MCIPD, Grad. IMS, CILCA

Clerk to the Council.

AGENDA FOR THE MEETING

ANNUAL PARISH MEETING

1. Apologies
2. Minutes of the meeting held on 12 May, 2009 were approved 2 June 2009
3. Town Mayor, Councillor Jan Smith: Retiring Speech

ANNUAL MEETING

1. Apologies
2. Declarations of Interests
3. Declarations of Changes to Register of Interests
4. Appointment of Town Mayor (Chair) 2010/2011.

5. Appointment of Deputy Town Mayor (Deputy Chair) 2010/2011
6. Signing of Statutory Declarations 2010/2011
7. Minutes of the meeting held on 12 May 2009 were approved 2 June 2009
8. Appointment of representatives on Outside Bodies
9. Town mayor's Allowance
10. Financial Authority
11. Matters referred from Annual Parish Meeting
12. Annual Reports
13. Review of Delegated Arrangements to Committees
14. Review of Terms of Reference for Committees
15. Adoption of Financial Regulations and Standing Orders
16. Review of Asset Register
17. Review/Confirmation of Insurance Cover.
18. Review of Council's/Employees' Membership of Other Bodies
19. **Resolution:** Establishing the Council's Complaints Procedure
20. Reviewing Procedure for Handling FOI Requests
21. Reviewing Policy for Dealing with Press/Media
22. Setting the Dates/Times/Place of Council Meetings for 2010/2011
23. **Resolution:** Accounts for payment
24. **Correspondence**
 - 24.1 NCC – 'You Choose' Campaign
 - 24.2 BL Chamber of Trade & Commerce – Ownership of Christmas Lights & Other Matters
 - 24.3 NCC – Application to Divert Footpath UA7 Update
 - 24.4 KBC – Street Naming – Access Road - New Development off Pioneer Avenue
 - 24.5 KBC – Economic Development Grant 2009/10
 - 24.6 CPRE Northamptonshire – Minutes of Meeting on 24 March
 - 24.7 ACRE – 'Village Viewpoint' Magazine Spring 2010
 - 24.8 NCC – Minerals & Waste Development Framework DPD Submissions
 - 24.9 East Midlands Trains – Service Level Commitment Consultation
 - 24.10 CPRE Northamptonshire 'Outlook' – Spring 2010 Edition
25. **Policies & Priorities**
 - 25.1 **Finance & General Purposes Committee Report**
 - 25.2 **Town Council Website Report**
 - 25.3 **Planning Report**
 - 25.4 **Civic Centre Update**
 - 25.41 **Resolution: Determination of System of Refuse Storage/Collection**
 - 25.5 **Highways Update**
 - 25.6 **Kettering East Alliance Update**
 - 25.7 **NCALC Training Calendar 2010/11**
 - 25.8 **BLTC - Casual Vacancy Update**
 - 25.9 **Appointment of Internal Auditor for 2010/11**
26. Urgent Matters (with prior approval of Town Mayor)
27. Press Release
28. **Private & Confidential Business**
 - 28.1 **Resolution: Occupancy of the Civic Centre**
 - 28.2 **Resolution: Awarding of the Floor Covering Contract**
 - 28.3 **Resolution: Awarding of the Intruder Alarm Contract**
 - 28.4 **Resolution: Awarding of the Fire Alarm Contract**
 - 28.5 **Resolution: Awarding of the Grass Cutting Contract**

***DATES FOR MEETINGS: 01/06/10, 06/07/10, 03/08/10, 07/09/10, 05/10/10, 02/11/10,
07/12/10, 04/01/11, 01/02/11, 01/03/11***

Finance & General Purposes Committee Meetings: 7.00 p.m. on the Thursday in the week following the Town Council meeting.

Planning Committee meetings: 7.30 p.m. 3rd Monday of each month