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**BURTON LATIMER**  
**TOWN COUNCIL**  
**www.burtonlatimer.org**

**Clerk: Mr George Sneddon M.A., D.M.S**  
**14 Skeffington Close**  
**Geddington**  
**Kettering**  
**Northamptonshire**  
**NN14 1BA**  
**Tel: Mobile: 07732331946**  
**Email: georgesneddon@talktalk.net**

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**Members of the Public & Press**  
**Burton Latimer**

**Our Ref: Agenda May 2011**  
**Your Ref:**  
**Date: 10 May 2011**

Dear Member of the Public/Press,

You are invited to the **Annual Meeting of Burton Latimer Town Council** to be held on the **17 May 2011** commencing after the closure of the Annual Parish Meeting which commences at **7.00 p.m.** at the **Civic Centre, 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 during the 15 minutes prior to the start of the Annual Meeting 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.**

**ANNUAL MEETING OF BURTON LATIMER TOWN COUNCIL**  
**AGENDA**

1. Appointment of Town Mayor (Chair) 2011/2012.
2. Appointment of Deputy Town Mayor (Deputy Chair) 2011/2012
3. Signing of Statutory Declarations 2011/2012
4. Apologies
5. Declarations of Interests
6. Minutes of the meeting held on 04 May 2010 were approved 02 June 2010
7. Police Matters
8. Appointment of representatives on Internal Committees/Groups & Outside Bodies

9. Town mayor's Allowance
10. Financial Authority
11. Matters referred from Annual Parish Meeting
12. Annual Reports
13. Vacant Seat on Town Council - Co-option
14. **Resolution:** Approval of Delegated Arrangements to Committees
15. **Resolution:** Adoption of Financial Regulations
16. **Resolution:** Adoption of Standing Orders
17. **Resolution:** Approval of Asset Register
18. **Resolution:** Approval of Insurance Cover/Arrangements.
19. **Resolution:** Approval of Council's/Employee's Membership of Other Bodies
20. **Resolution:** Setting the Dates/Times/Place of Council Meetings for 2011/2012
21. **Resolution:** Approval of Accounts for payment

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Cheque No: 101580 G Sneddon (Clerk's salary May 2011)	906.33
Cheque No: 101581 HMRC ( Tax & NI May 2011)	361.99
Cheque No: 101582 Anglian Water (150111 – 110411)	77.29
Cheque No: 101583 KBC (20 Refuse Sacks)	46.00
Cheque No: 101584 K. Barriers (Squeeze Barrier)	1,276.80
Cheque No: 101585 S.E. Gunn (CC Cleaning 0604-2704)	72.00
Cheque No: 101586 D. Gunn (CC Reimb. Air Freshener)	18.98
Cheque No: 101587 Gent Glass (CC Retention Monies)	51.55
Cheque No: 101588 A. Baillie (Hygiene) (CC Cleaning Mats.)	51.79
Cheque No: 101589 Zurich Insurance (2011/12 Premium)	1,212.00
Cheque No: 101560 SLCC (Clerk's Membership Fee 2011/12)	147.00
Cheque No: 101561 M. Lacey (part delivering Newsletter)	70.00
Cheque No: 101562 S. Cortis (part delivering Newsletter)	50.00

22. **Resolution:** Approval of Appointment of Internal Auditor for 2011/12
23. Civic Centre Update
24. Highways Update
- 24.1 **Resolution:** Approval to Approach NCC to Extend Double Yellow Lines into Spring Gardens
25. Kettering East Development Update
26. KBC – Town Centre Grant Update
27. Blackbridge Farm Update
28. ACRE – Parish Plan Update
29. Work in Progress Update
30. Borough Council Matters of Interest
31. County Council Matters of Interest
32. NCALC Training Calendar 2011/12 – New Councillor Training
- 33. Correspondence**
- 33.1 Royal British Legion – 90<sup>th</sup> Anniversary Celebrations
- 33.2 East Midlands Trains -December 2011 Timetable
- 33.3 Corby Borough Council's Local Development Framework Update
34. Urgent Matters (with prior approval of Town Mayor)
35. Press Release
- 36. Private & Confidential Items**
- 36.1 Civic Centre Tenancy Update

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

Finance & General Purposes Committee Meetings: 7.00 p.m. on Thursday 26 May 2011 and thereafter the Thursday in the week following the Town Council meeting.

Planning Committee meetings: 7.00 p.m. on Monday 23 May 2011 and thereafter on 3<sup>rd</sup> Monday of each month