

# Edlington Town Council



Catherine Mullen  
Town Clerk & Financial Officer

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## AGENDA

### To: All Members of Edlington Town Council

You are summoned to the Ordinary Meeting of Edlington Town Council on Tuesday 12<sup>th</sup> November 2024 at 18.30.00am This meeting will be held in the Grainger Centre, Stubbins Hill, Edlington for the purpose of transacting the following business.

Catherine Mullen  
Town Clerk and Responsible Finance Officer  
4<sup>th</sup> November 2024

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- 1. Apologies**
    - 1.1 To note apologies for absence [LGA 1972 s85 \(1\)](#)
    - 1.2 To consider and if appropriate authorise the absence of Councillors from the meeting [LGA 1972 s85 \(1\)](#)
  - 2. To Identify Items for which the Press and Public may be excluded (if any)**  
[Public Bodies \(Admission to Meetings\) Act 1960](#)
  - 3. To Consider Motions for the Variation to the Order of Business (if any)**
  - 4. Declarations of Interest and Dispensations**
    - 4.1 To receive any declarations of interest not already declared under the Council's code of conduct or Members register of disclosable pecuniary interests ([Disclosable Pecuniary Interests](#)) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).
    - 4.2 To note any written requests for dispensations or the need to issue any dispensations. [Localism Act 2011s33\(b-e\)](#)
  - 5. Minutes**  
To confirm the Minutes of the Ordinary Town Council Meetings held on 18<sup>th</sup> October

**6. Public Speaking Session**

In accordance with Standing Order 3.e, a period not exceeding 15 minutes will be allowed for members of the public to speak & make representations (maximum of 3 minutes for each person) [Public Bodies \(admissions to meetings\) Act 1960 s1 extended by LGA 1972 s100](#)

**7. Partner Updates from:**

7.1 CDC Ward Councillor(s)

7.2 South Yorkshire Police

7.3 Stronger Communities

**8. To Receive Information on the Following Ongoing Issues and Decide and Authorise Further Action where Necessary.**

8.1 Update on installation of Pedestrian crossing

8.2 Update on areas in Edlington that need to be improved and progress since last meeting. [\[Appendix B\]](#).

**9. Planning – To Consider Planning Application Consultation if any**

The following application have been received

**10. Allotments** ([Allotments and Small Holdings Act 1908](#), [Allotments Act 1950](#))

10.1 To note that the 2025 allotment rents have been requested from the allotment committees.

10.2 To note that the allotment rents will be requested from those allotment holders on Group 3 whose plots are under Direct Management by the Town Council until they move to the alternative plots that has been provided for them.

10.3 To note progress in the disposal of Staveley 2 and the Victoria sections of Group 3 Allotments.

10.4 Appeal against Termination of Allotment Tenancy by an allotment holder on Group 3 allotments. [\[Appendix C\]](#)

**11. Report of the Clerk – To receive updates and consider matters in respect of:**

**11.1 Town Council Regalia**

To note that the Mayor's Chains have now returned from Fattorinis.

**11.2 Upgraded Wi-fi in the Town Hall**

To note that the wi-fi in the Town Hall has been upgraded so that there is now coverage throughout the building.

**11.3 Wi-fi in the Cemetery**

To note that there is now wi-fi in the Cemetery building.

**12. Event Planning**

**12.1 Remembrance and Armistice 2024**

Update and lessons to be learned from this year's events.

- 12.2 Carols at the Town Hall  
Update.
- 12.3 VE Day 80  
Update
- 12.4 Commemorating Edlington's Mining Heritage  
To consider the programme for the event.
- 12.5 Blooming IncrEDIBLE Edlington  
To consider the programme and publicity for the event and to note that the National Allotment Society are considering moving away from quarterly meetings and attending shows instead. They have suggested this could be one of the first shows they attend.
- 13. New Website and New Facebook Page**  
To note that the web-site is now live and that e-mails are in place for all councillors, all staff and for the allotment committees. Work on the new FB Page has started
- 14. Review of Council Policies and Procedures**  
To review and if appropriate (re) adopt the policies listed below
- 14.1 Investment Policy and Strategy [\[Appendix D\]](#)
- 14.2 Reserves Policy and Strategy [\[Appendix E\]](#)
- 15. New Newsletter for Edlington**  
To note that requests for content for the second edition have been issued.
- 16. Independent Health and Safety Inspection -**  
To receive, consider and if appropriate adopt the Health and Safety Policy. [\[Appendix F\]](#)
- 17 Mayor's Announcements (if any)**
- 18. Financial Matters**
- 18.1 Payment Schedule as at 12 November  
To note and receive a schedule of payments made in November and income received during October 2024 [\[Appendix G\]](#)
- 18.2 Bank Reconciliation Statements as at 31 October with Supporting Bank Statements  
To note that the Bank Reconciliation statements for October will be delayed until the December meeting. This is due to the on-line banking facility not being fully operational at the time of issuing the Agenda.
- 18.3 New Current Bank Account  
To note the account plus a 35 day notice savings account are now in place. The switch from co-operative Bank to National Westminster should be finalised on 15 November.
- 18.4 New Savings Account with Redwood Bank  
To consider and if appropriate to authorise deferring the opening of this account.
- 18.5 Salary Increases for Staff  
To note that the local Government Salary increases for 2024-25 have been announced and to authorise the increase and payment of back-pay from April 2024 to staff.

- 18.6 Clerk's Training – De Montfort University  
To receive and note an update on the first year of training at De Montfort University.
- 18.7 Sponsoring an Award for each of the Edlington Schools  
To consider and if appropriate to authorise all future actions regarding sponsoring an award for each of the Edlington Schools.
- 18.8 Asset Purchase – Purchase of 50 Artificial Christmas Trees for Town  
To consider and if appropriate authorise the purchase of 50 artificial Christmas Trees from B&Q.
- 19. Budget**
- 19.1 **Budget 2025 - 26**  
To receive and note the draft Budget paper for 2025-26 and to consider the recommendations and where appropriate authorise all future actions. [\[Appendix H\]](#)
- 19.2 **Asset Register as at 30 September 2024**  
To receive and note the Asset Register as at 12 November 2024 [\[Appendix I\]](#)
- 19.3 **Taking on an Apprentice**  
To consider and if appropriate authorise taking on an apprentice as part of the Grounds and Maintenance Team.
20. **Bio Diversity Action Plan as at 30 September 2024**  
To receive and note the Bio Diversity Action Plan as at 30 September 2024 and where appropriate authorise all future actions. [\[Appendix J\]](#)
20. **Publicity/Community Updates**  
To determine publicity items/community updates arising from this meeting
21. **Correspondence to be Considered**  
To consider the new correspondence/information items received and if appropriate to authorise future actions.
22. **Items for the Next Meeting**  
To notify the Clerk of matters for inclusion on the Agenda for the next meeting.
23. **Date of Next Meeting**  
To resolve to note the date of the next meeting will be Tuesday 10 December 2024 at 10.00 am and will be held at the Council Offices, Edlington Town Hall, Stubbins Hill, Edlington.

***Councillors are asked to note that in the exercise of their functions, they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Bio-diversity, Crime & Disorder, Health & Safety and Human Rights***