



**BELPER**  
**TOWN COUNCIL**  
Working for the community

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12 August 2021

To: All Members of Belper Town Council

I hereby give you notice that the Extraordinary Full Council Meeting of Belper Town will be held at the Strutt Community Centre, Derby Road, Belper on **Tuesday 24 August 2021 at 7.00pm.**

All members of the Council are summoned to attend for the purpose of considering and resolving the business to be transacted as set out in the following Agenda.

Members are to complete the Declaration of Interests Sheet (if appropriate) and email this to the Clerk prior to the meeting.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Emma Smith'.

Emma Smith

Town Clerk

**Please note this is a face to face meeting. All members of the public are welcome to attend the meeting however due to the ongoing Covid-19 restrictions space is limited therefore you must contact the Clerk prior to the date of the meeting to confirm your attendance. The wearing of face masks at this venue is compulsory, please hand sanitise on arrival and maintain 2 metre social distancing at all times**

**If you require this document in an alternative format, such as large print or a coloured background,, please contact the Town Clerk on 01773 822116 or email [admin@belpertowncouncil.gov.uk](mailto:admin@belpertowncouncil.gov.uk)**

## AGENDA

**1 To receive apologies for absence.**

**2 Variation of Order of Business.**

**3 Declaration of Members Interests and Requests for Dispensation**

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time, or to request a dispensation. Please note that appropriate forms should be completed prior to commencement of the meeting.

**4 Recording and Filming of Council and Committee Meetings**

The right to record, film and to broadcast meetings of the council and committees is established following the Local Government Audit and Accountability Act 2014. This is in addition to the rights of the press and public to attend such meetings. Meetings or parts of the meetings from which the press and public are excluded may not be filmed or recorded. Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner.

**5 Confidential Item**

To determine which items, if any, on the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms:-

“That in view of the confidential nature of the business about to be transacted, to consider a resolution to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item.”

**6 Public Speaking**

- (a) A maximum of three (3) minutes or at the Chairman’s discretion will be made available for each member of the public to comment on any matter.
- (b) If the Police Liaison Officer, a County Council or Borough Council Member is in attendance they will be given the opportunity to raise any relevant matter.

**7 Appointment of Town Clerk**

- a) To note resignation received
- b) To approve Job Description
- c) To approve Job Advert and timescales
- d) To approve cost of advertisement
- e) To appoint a selection and interview panel

**8 To discuss any press releases to be made through Communications Working Group**

**9 Date of Next Meeting - 14 September 2021 at 7pm**