

# BARTON UPON HUMBER TOWN COUNCIL

Tracey Broughton  
Town Clerk/RFO  
Council Office  
Assembly Rooms  
Queen Street  
BARTON UPON HUMBER  
North Lincolnshire  
DN18 5QP

Telephone: 01652 633598  
email: [info@bartonuponhumbertowncouncil.gov.uk](mailto:info@bartonuponhumbertowncouncil.gov.uk)  
[www.bartontowncouncil.org.uk](http://www.bartontowncouncil.org.uk)

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Our Ref: TAB/AGENDA

28 April 2021

Dear Councillor

You are summonsed to attend an on-line MS Teams **Ordinary Meeting and Annual Town Council meeting of Barton upon Humber Town Council** to be held on **Wednesday 5 May 2021, commencing at 7.00 p.m.**

The business of the meeting is detailed below and I trust you will be able to attend. If this is inconvenient please contact the Clerk prior to the meeting to offer your apologies. However, **if you are unable to attend the meeting via Teams, you are welcome to make comment via email/telephone on the agenda items to the town council office, before the meeting takes place.**

**This meeting is open to members of the public for public participation and there will be an opportunity for members of the public to address the council prior to the Council meeting commencing. Please contact the Town Council office for meeting access details.**

Yours faithfully



Tracey Broughton  
Town Clerk/RFO

## AGENDA

1. **Elect a Town Mayor – and Mayors Notices**
2. **Declaration of Acceptance to be signed**
3. **Apologies for Absence**
4. **Elect a Deputy Town Mayor**
5. **Declaration of Acceptance to be signed**
6. **Declarations of Interest**
  - (a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared
  - (b) To note dispensations given to any member of the council in respect of the agenda items listed below
7. **To receive, approve and confirm as a correct record the Minutes of the Ordinary Meeting of the Council held on 7 April 2021 (copy attached)**
8. **To approve as a correct record minutes of the following meeting of the Council:**
  - Planning Committee Meeting held on 12 April 2021 (copy attached)**
  - Environment Committee held on 26<sup>th</sup> April 2021 (copy attached)**
  - Community Committee held on 26<sup>th</sup> April 2021 (copy attached)**
9. **To consider Correspondence, Progress Report and Notices for Information (Appendix I attached)**
10. **To consider Accounts for Payment (Appendix II attached).** (Any urgent accounts received after making up the agenda to be submitted on the meeting day)

11. **To consider reports from Barton Representatives serving on North Lincolnshire Council**
12. **To appoint Members to serve on the under-mentioned Committees of the Council for the Mayoral Year 2021/2022 and consideration for each Committee to review its Terms of Reference at the first meeting for approval at the following Full Council meeting:**
  - (a) **Community Committee**  
*(7 members required)*
  - (b) **Environment Committee**  
*(7 members required)*
  - (c) **Finance & General Purposes Committee**  
*(7 members required)*
  - (d) **Planning Committee**  
*(7 members required)*
  - (e) **Personnel Committee**  
*(3 members required)*
  - (f) **Emergency Planning Sub-Committee**  
*(of the Environment Committee)*
  - (g) **Assembly Rooms Working Group**  
*(4 members required)*
13. **Schedule of meetings attached and discussion and decision of future location and meeting day**
14. **To appoint representatives to serve on the following outside and other bodies:**  
*Except where stated, all appointments are on an annual basis)*
  - (a) Barton Civic Society Representative
  - (b) Voluntary Action North Lincolnshire
  - (c) East Riding and North Lincolnshire Local Councils Association
  - (d) Humber & Wolds Rural Community Council
  - (e) Neighbourhood Action Team *(Maximum 2 Members)*
  - (f) Barton-upon-Humber Senior Alliance *(Maximum 2 Members)*
  - (g) Blue Coat Charity *(Maximum 3 Members)*
  - (h) Barton Relief in Sickness Fund (Ada Flower Trust)
  - (i) Barton Tourism Partnership *(Maximum 3 Members)*
  - (j) Tender Committee
  - (k) Disciplinary Committee
  - (l) Grievance Committee
  - (m) Friends of Baysgarth Park Group
  - (n) Complaints Committee
  - (o) Barton Cleethorpes Community Rail Partnership
  - (p) Barton Schools Forum *(Maximum 3 Members and one Ward Member as requested by the Forum)*
  - (q) Barton Regeneration 2018 *(Maximum 2 Members – one being the Mayor of the town council)*
  - (r) Barton Neighbourhood Plan
15. **To adopt the power to use General Power of Competence – criteria met for this power**
16. **Postponed Finance & General purposes Committee meeting items for approval:**
  - (a) Financial Regulations with noted amendments
  - (b) To consider grant applications received
  - (c) Approval of 2020/21 Final Accounts and Internal Audit Report 2020/21
  - (d) Insurance renewal and Cost –
17. **Quotations for multi user licence and sales ledger as additional services attached to the OMEGA software to enable more than one member of staff access the council accounting software**
18. **Quotations for payroll software to enable more than one member staff run the payroll**
19. **Barton Neighbourhood Plan – See minutes dated 8<sup>th</sup> April 2021 – requests for bridging loan whilst waiting for grant funding and request for storing and access to all NP documents on the BTC Sharepoint**
20. **The Assembly Rooms Working Group – update**
21. **Lloyds Bank – opening hours to be discussed – Cllr N Pinchbeck**