



# Tickhill Town Council

Clerk: Mrs. M. Booker

Dear Councillor,

You are summoned to attend the next meeting of Tickhill Town Council to be held at:

**7pm Tuesday 18<sup>th</sup> May 2021**  
**In: The Pavilion, Tithes Lane, Tickhill**

Yours sincerely

*Mrs. M. Booker*

Mrs. M. Booker.  
Clerk to the Council



# Tickhill Town Council

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There will be The Annual Meeting of the Tickhill Town Council in the Pavilion, Tithes lane, Tickhill on Tuesday 18<sup>th</sup> May 2021 7pm

Members of the public are welcome to attend but may not take part once the formal meeting has started. Therefore, if they have any questions or wish to raise matters of concern this must be done in the Public Meeting before the formal meeting starts.

M. Booker  
Clerk-R.F.O.  
Date 12<sup>th</sup> May 2021

## **AGENDA** **Annual Meeting of the Council**

20.21. Chairman's Introduction  
20.21a Election of the Chairman - Mayor  
20.21b Signing of Declaration of Acceptance of Office  
No exchanging of Mayoral Chain at this time.

### **Public Meeting (15 minutes maximum)**

21.21a. Receive apologies for absence  
21.21b Registers of Any Disclosable Pecuniary Interests or Amendments  
21.21c Applications for Dispensation  
21.21d. To approve the minutes of the last meeting 4<sup>th</sup> May 2021

### **Public Meeting (15 minutes maximum) for planning matters**

22.21 Planning: current planning applications. Appendix 1

### **23.21 Election of Officers**

23.21a Election of Deputy Mayor: To be deferred to June meeting  
23.21b Election of Committee members, or any updates of members: To be deferred to June meeting  
23.21c Co-Option Notice, For One Vacancy, proposed dates 19<sup>th</sup> May 2021 – 11<sup>th</sup> June 2021 for approval

### **24.21 Schedule of Council meetings dates. 2021 – 2022 for Approval**

24.21a Council meetings dates: To be deferred to June meeting

### **25.21 Annual reports for Submission to External Auditor.**

25.21a Section 1 – Annual Governance Statement 2020-2021 To Approve  
25.21b Final Year End Accounting Statement 2020-2021 for submission to External Auditor (Section 2)  
To Approve  
25.21c Annual internal Audit Report 2020-2021 To Approve  
25.21d Document supporting Annual return of significant variances from 2020-2021 To Approve  
25.21e Bank reconciliation pro forma: To Approve

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**Telephone: 07922059040**

**E-mail: [clerk@tickhilltowncouncil.co.uk](mailto:clerk@tickhilltowncouncil.co.uk)**



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25.21f Confirmation of period for the exercise of public rights 14<sup>th</sup> June 2021-23rd July 2021: To Approve

25.21g Contact details of the external auditor :

PKF Littlejohn LLP 2<sup>nd</sup> Floor, 1 Westferry Circus, Canary Wharf London E14 4HD

E mail: [sba@pkf-littlejohn.co.uk](mailto:sba@pkf-littlejohn.co.uk)

## 26.21 Finance Appendix 2

26.21a Payments for May 2021 (to date) Circulated: To approve:

26.21b Receipts and Payments April 2021: To approve:

26.21c TTC Bank reconciliation, HSBC Bank Statement April 2021: To approve

26.22d Bank signatories to be reviewed at the June Council meeting. To approve

27.21 Progress reports from:

27.21a Chairman:

27.21b Clerk:

27.21c Councilors:

28.21 Correspondence; Circulated Appendix 3

29.21 Reports from Committees/Representatives: - Neighbourhood Planning and possible review.

30.21a Environment.

30.21b Traffic/Highways.

30.21c Council website update.

31.21 Members items:

Date of next meeting      T.B.A