

# HUNSTANTON TOWN COUNCIL

Hunstanton Town Councillors are summoned to a meeting of the Full Council to be held in Hunstanton Town Hall on Friday 10<sup>th</sup> October 2014 at 6:30 pm.

Prayers Councillors are reminded that they do not have to participate in the prayers and are welcome to leave the room for the duration as this is not an agenda item.

The following business is to be transacted

1. Apologies for Absence
2. Public Question Time  
A ten minute period for members of the public to put questions to or bring matters to the attention of HTC.
3. Police Liaison Officer  
To receive a report from the Police Representative.
4. Borough Council of King's Lynn & West Norfolk  
To receive a report from one or more of the Borough Councillors representing Hunstanton.
5. Norfolk County Council  
To receive a report from County Councillor R Bird.
6. Mayor's Remarks  
The Mayor to bring to the attention of the Council matters considered appropriate.
7. Minutes – confirmation of  
An ordinary meeting of the Town Council held on 12<sup>th</sup> September 2014.  
Copies of the minutes of these meetings enclosed for members.
8. Minutes  
Matters arising.
9. Questions  
To answer any questions put by Members in accordance with Standing Orders.
10. Committee Recommendations  
To consider adoption of Recommendations made at the meetings of General Purpose, Finance, & Quality Council Committees held on 1<sup>st</sup> October 2014. Copies of the minutes of these meetings enclosed for members.
11. Accounts for Payment  
To consider and authorise for payment Schedules of Accounts for Town Council No 15/07a, the Tourist Information Centre No T15/07a and the Community Centre No 15/07a. Copies of the Schedules enclosed for members.
12. Formation of an HTC Disciplinary Panel  
At the request of Cllr Johnson to consider the formation of an HTC Disciplinary Panel and elect members to that panel.

13. Formation of an HTC Grievance Panel  
At the request of Cllr Johnson to consider the formation of an HTC Grievance Panel and elect members to that panel.
14. Formation of an HTC Disciplinary/Grievance Appeals Panel  
At the request of Cllr Johnson to consider the formation of an HTC Disciplinary/Grievance Appeals Panel and elect members to that panel.
15. Urgent Matters Committee Term of Reference  
To consider and approve, if appropriate, Terms of Reference for the newly formed Urgent Matters Committee. A copy of the draft Terms of reference enclosed for members.
16. External Auditor's Certificate and Opinion 2012/13  
To receive the External Auditor's Certificate and Opinion for 20113/14. Copy enclosed for members.
17. Town & Country Planning Act 1990 (as amended)  
To consider a response to the proposed removal of payphone kiosks near to 7 Lighthouse Close and at the junction of Seagate Road and South Beach Road. Copy of proposal enclosed for members.
18. Paperless Meetings  
At the request of Cllr Ruston to invite the Clerk of Mattishall Parish Council, Mrs Luisa Cantera to speak, as soon as she can, on the advantages of going "paperless" and demonstrate the way they conduct their meetings through projection of documents.
18. (A) Audit Watchdogs  
At the request of Cllr Ruston to consider alteration of the name 'Audit Watchdogs' to 'Internal Audit Group'.
18. (B) Authority for Internal Audit Councillors  
At the request of Cllr Ruston to consider authorisation of a letter of authority, on behalf of the Town Council, in favour of the Internal Audit Councillors to enable them to seek independent corroboration of information from bankers, suppliers, customers, contractors and any other organisation they deem relevant.
19. Correspondence  
To receive a summary of miscellaneous correspondence received since the last meeting. A copy will be available for members at the meeting.
20. Public Question Time  
An additional 5 minute period for members of the public to put questions to or bring matters to the attention of HTC that have taken place during the meeting.

**L J Powell,**  
Town Clerk,  
6<sup>th</sup> October 2014