

6th April, 2018

Dear Councillor

NOTICE OF MEETING

You are summoned to attend a meeting of Hetton Town Council to be held in the Hetton Centre, Welfare Road, Hetton-le-Hole on TUESDAY 19th June at 7.15 p.m. at which it is proposed to consider and transact the following business, viz:-

Members of the public and press are welcome to attend the meeting.

The Council have adopted a policy in respect of Public filming, recording or otherwise reporting of Council Meetings. Prior to the meeting the Mayor will make an appropriate announcement relating to this matter and policy issues.

'To advise both Members of the Council and members of the public that the meeting may be recorded by both audio and video and photographs may also be taken. Indeed the Town Council are recording the Meeting, in accordance with their adopted policy. Any objections to this should be stated before the commencement of the Meeting.'

Public Participation

Prior to the commencement of the meeting there will be a period of 30 minutes to allow any members of the public to address Members on matters included on the Agenda. Each member of the public may speak on **one matter for 3 minutes only maximum.**

AGENDA

1. **To receive accept and approve Apologies for Absence**
2. **a. To receive and approve the Minutes of the last Meeting held Tuesday, 15th May, 2018**
b. To Note the Minutes and Contents of the Annual Meeting, 15th May, 2018
3. **To consider matters arising from the Minutes**
4. **To record Declarations of Interest from Members for any Items on the Agenda**
5. **Reports from Members – Ward matters to be investigated**
6. **Planning Applications – Statutory Consultations**
a. Receipt of correspondence b. Receipt of Planning applications
7. **C.D.A.L.C. Community led Housing Conference, 20th June, 2018**
8. **Report from Hetton Retailers Association Meeting held 7th June and Minutes of previous Meeting, 5th April, 2018**
9. **N.A.L.C. - C.D.A.L.C. Authorities Working Together – a Report for discussion**
10. **N.H.S. – Clinical Commissions Group – Public Consultation – further opportunities for the public meetings**
11. **a. Correspondence/Information for Members**
b. Correspondence Bridget Philipson re: M. H. Constituent

**JUNE MEETING
PART II**

12. a. To Receive and Accept the Minutes of the Staff Employment and Training Committee Meeting held 6th June, 2018

b. To Receive and discuss the draft details of the Job Description for the post of Town Clerk and to progress issues and associated details

13. To Receive and accept the letter dated 8th June, 2018 to acknowledge the Resignation of Mrs. A. Campbell as Council Member for the Hetton-le-Hole Ward and discuss the necessary action to be taken

JOHN PRICE
Town Clerk