



BLYTH TOWN COUNCIL

You are hereby requested to attend a **Meeting** of **BLYTH TOWN COUNCIL** to be held on Thursday 10 October 2024 in the Council Chamber, Arms Everytne House, Quay Road, Blyth. NE24 2AS. This meeting will immediately follow Public Question Time at 6.00 pm and will commence once any questions have been answered or at the latest 6.20 pm.

MEMBERS OF THE COUNCIL

A Barrass (Mayor)	K Nisbet
A Cartie (Deputy Mayor)	J R Potts
D Carr	J Reid
G Davey	M Richardson
S Davey	M Robson
B Erskine	S Stanger
C Humphrey	W Taylor
C Jones	A Watson

Public Question Time will take place at **6.00 pm for a maximum of 20 minutes**. A person may ask a maximum of two questions which must be relevant to Blyth Town Council. Written questions are preferred, however, questions will be accepted at Council. No discussion or debate will take place on the question once it has been answered. Only one person will answer a question. Questions and responses will be anonymised and publicised on the Blyth Town Council website. **The Question Time procedure is available on the website by following this link** [Freedom of Information Policy](#)

Electronic devices can be used to access Committee papers. Please ensure that mobile phones are switched to silent mode during the meeting. Members are reminded to observe the Blyth Town Council Code of Conduct

The Council Chamber will be open to members of the public 10 minutes before the meeting is about to commence.

Please remember to sign in.

Malcolm Wilkinson
Town Clerk

Date: 3 Oct 2024

AGENDA:

1	Apologies for absence
2	Disclosure of Interests and Grant of Dispensations
3	Mayor's Announcements
4	Minutes of the Council Meeting held on the 18 July 2024 To agree the minutes as a true record.
4.1	Actions outstanding from Previous Minutes None
5	Committee Minutes to be approved 5.1: Community Funding Sub Committee – 10 September 2024 5.2: Environment Committee – 19 September 2024 5.3: Special Community Development Committee - 1 October 2024 5.4: Governance Committee - 1 October 2024
6	Decision Reports 6.1 External Audit Report 2023/24 To note the recommendations of the Governance Committee meeting held 1 October 2024. 6.2 Interim Internal Audit Report 2024/25 To note the content of the report. 6.3: Review of Policies To consider the recommended amendments to: <ul style="list-style-type: none">i. Retention Policyii. Risk Management Policyiii. Public Question Time Procedure

	<p>6.4: Office Arrangements</p> <p>To consider the office arrangements for Christmas 2024</p>
7	<p>Delegated Decision Report</p> <p>There are no delegated decisions to report.</p>
8	<p>Any Other Business</p> <p>This item is only for items of information to be given to Town Councillors and for items which either the Committee Chair or Town Clerk consider to be genuinely urgent.</p>
9	<p>DATE OF THE NEXT MEETING</p> <p>The next meeting of Full Council and AGM will be held on Thursday 9 January 2025 in the Council Chamber, Arms Everytne House. Public Question Time starts at 6.00 pm and Council will commence directly afterwards.</p>
10	<p>Part II</p> <p>Pursuant to the Public Bodies (Admission to Meetings) Act 1960; that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded, and they are instructed to withdraw.</p>