

**Old Bolsover Town Council Town Council Meeting**  
**Tuesday 13 May 2025 at 6:45pm**  
**At Bainbridge Hall, Chapel Road, Carr Vale, Bolsover S44 6JD**

1. **Election of Chair of the Council/Town Mayor (Year 202/2026)**
2. **Election of Vice-Chair of the Council/Deputy Town Mayor (Year 2025/2026)**
3. **To receive apologies for absence**
4. **To consider a Variation of Order of Business**
5. **Declaration of Members Interests**

To enable Members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Town Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time. Also, to receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest.
6. **Public Speaking**

A period of no more than 20 minutes will be made available to members of the public and Members of the Council to comment on any matter. No one shall speak for more than five minutes. Where a Member indicates they have a prejudicial interest but wish to make representations regarding the item before leaving the meeting, those representations must be made at this stage.
7. **Chair's announcements.**

To receive and note any announcement from the Chair.
8. **County Councillors' Report**

To receive verbal or written report from County Councillors representing the area.
9. **District Councillors' Report**

To receive verbal or written report from District Councillors representing the area.
10. **Police Representation**

To receive a report from a Police Representative (if present) and crime figures for April 2025.
11. **To approve the minutes of the Town Council Meeting held on Tuesday 8 April 2025**
12. **To determine which items if any from the agenda should be taken with the public excluded. If the Council decides to exclude the public, it will be necessary to pass a resolution in the following terms:**

"In view of the confidential nature of item to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss item 24."
13. **Appointment of Members to Committees and Advisory Committees**

To confirm the appointment of Members to Committees and Advisory Groups for 2025/2026.
14. **Appointment of Town Council Representatives on Outside Bodies**

To confirm the appointment of Town Council Representatives on outside bodies for 2025/2026.

- 15. Adoption of Committee Terms of Reference**  
To confirm the adoption of the Committee Terms of Reference.
- 16. Dates of Meetings for 2025/2026**  
To note the dates for Council meetings in 2025/2026.
- 17. Adoption of Policies and Procedures for 2025/26**  
Adoption of policies and procedures.
  - (a) Standing Orders
  - (b) Financial Regulations
  - (c) Community Engagement Policy
- 18. Payments for approval**  
To approve payments made by the Council in March and April 2025 (Appendix B) and any additional items for approval (available at the meeting).
- 19. Meeting Reports**  
To receive the minutes and consider recommendations not already included as separate agenda items from the following.
  - (a) Finance Committee – 24 April 2025
  - (b) Finance Committee – 8 May 2025 (to follow)
  - (c) Assembly Hall Trustees
- 20. Clerk's report**  
To receive a report from the Town Clerk (Appendix C) including a review of the Council Action Plan.
- 21. Requests for grants**
- 22. To consider Planning Applications (Document B)**
- 23. Annual Governance and Accountability Return**
  - 23.1 Annual Internal Audit Report for Year Ending 31 March 2025**  
To receive the Annual Internal Audit Report ending 31 March 2025 completed by East Midlands Audit Services Ltd.
  - 23.2 Approval of Section 1 – Annual Governance Statement 2024/25**  
To receive, approve and sign the Annual Governance Statement Section 1 of the Annual Return 2024/2025.
  - 23.3 Approval of Section 2 – Accounting Statements 2024/25**  
To receive, approve and sign the Accounting Statement, Sections 2 of the Annual Return 2024/2025.
  - 23.4 Analysis of Significant Variations on Statement of Accounts**  
To receive and approve the Significant Variations on Statement of Accounts.
  - 23.5 Reconciliation between Box 7 and Box 8**  
To receive and approve the Reconciliation between Box 7 and Box 8.
  - 23.6 Bank Reconciliation for Year Ending 31 March 2025**  
To receive, approve and sign the Bank Reconciliation for Year Ending 31 March 2025.
- 24. The Oxcroft Centre**  
To receive an updated report on The Oxcroft Centre.
- 25. Approval of expenditure for Grounds Maintenance Equipment.**  
To consider approval of expenditure for equipment for the workforce.

**26. To note the date of the next Meeting**

Tuesday 10 June 2025 at 6.45pm at Bainbridge Hall.

If the Council decides to exclude the public for any items on the agenda, it will be necessary to pass the following resolution:

**To move the following resolution** – “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 temporarily excluded, and they are instructed to withdraw”.

***To consider agenda items for future meetings.***