



To: ALL MEMBERS OF THE COUNCIL

You are hereby required to attend the **Annual Meeting of Seaton Valley Council** to be held **ON LINE via ZOOM on Wednesday 30 September 2020 at 7.00 p.m.**

The agenda for the meeting is set out below.

Simon Potts  
Clerk

22 September 2020

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## **A G E N D A**

**1. Apologies for absence**

To receive any apologies for absence from members of the Council.

**2. Disclosure of interests**

Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 25 July 2012, and are reminded that if they have any personal interests of a prejudicial nature (as defined under paragraph 17 of the Code of Conduct) they must not participate in any discussion or vote on the matter and must leave the room. Please refer to the guidance on disclosures (see note 1 at the end of this agenda).

**3. Chair's welcome and civic announcements**

- 4. Public question time** (Adjournment to allow members of the public to raise matters) Questions Submitted by Residents to put questions to, or draw relevant matters to the attention of, the Council, in relation to the work and responsibilities of the Council, and comment on agenda items. (see Note 2 at the end of this agenda).

**5. County Councillor Update**

Update the Council with any matters that are relevant to Seaton Valley.

**6. Minutes of the last meeting**

To sign as a correct record, the minutes of the Council's last meeting held on Wednesday 29 July 2020 (Appendix 1).

### **SERVICES**

7. Services and Partnership Update (Appendix 2)

### **ENGAGEMENT & DEVELOPMENT**

8. Engagement Update (Appendix 3)  
9. Neighbourhood Plan Update (Appendix 4)

## GOVERNANCE

10. Local Transport Programme 2021-22 (Appendix 5, 5A & 5B)
11. Northumberland Line Update (Appendix 6)
12. Bank Reconciliation as at 16 September 2020 (Appendix 7 and 7A)
13. Budgetary Control Update (Appendix 8 and 8A)
14. Audited Annual Return 2019/20 – (Appendix 10 and 10A)

### Dates of scheduled future meetings:

2020	Committee/Council	Time	Venue
Wednesday 28 October	Finance & General Purposes	6 pm	SVC Offices Seaton Delaval
Wednesday 25 November	Full Council	7 pm	SVC Offices Seaton Delaval
Wednesday 9 December	Finance & General Purposes	6 pm	SVC Offices Seaton Delaval

### Part II

It is expected that the following matter will be dealt with in private. Any reports referred to are enclosed for members and officers only and marked "Not for Publication".

**EXCLUSION OF PRESS AND PUBLIC** The Council is invited to consider passing the following resolutions: That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items on the Agenda as they involve the like disclosure of exempt information as defined in Section 40 and 43 of the (personal information and commercial interests.) Freedom of Information Act 2000.

15. Staffing Matter (Appendix 11)

### Notes:

#### 1. Registerable Personal Interests

You may have a Registerable Personal Interest if the issue being discussed in the meeting: relates to any Disclosable Pecuniary Interest (as defined by Annex 1 to the Code of Conduct); or b) any other interest (as defined by Annex 2 to the Code of Conduct). The following interests are Disclosable Pecuniary Interests if they are an interest of either you or your spouse or civil partner: (1) Employment, Office, Companies, Profession or vocation; (2) Sponsorship; (3) Contracts with the Council; (4) Land in the County; (5) Licences in the County; (6) Corporate Tenancies with the Council; or (7) Securities - interests in Companies trading with the Council.

The following are other Registerable Personal Interests:

any body of which you are a member (or in a position of general control or management) to which you are appointed or nominated by the Council; (2) any body which (i) exercises functions of a public nature or (ii) has charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member (or in a position of general control or management); or (3) any person from whom you have received within the previous three years a gift or hospitality with an estimated value of more than £50 which is attributable to your position as an elected or co-opted member of the Council.

**Non-registerable personal interests** - You may have a non-registerable personal interest when you attend a meeting of the Council or Cabinet, or one of their committees or sub-committees, and you are, or ought reasonably to be, aware that a decision in relation to an item of business which is to be transacted might reasonably be regarded as affecting your wellbeing or financial position, or the wellbeing or financial position of a person described below to a greater extent than most inhabitants of the area affected by the decision./par. The persons referred to above are: (a) a member of your family; (b) any person with whom you have a close association; or (c) in relation to persons described in (a) and (b), their employer, any firm in which they are a partner, or company of which they are a director or shareholder.

#### 2. Public participation

The meeting will include a public session at which any resident of Seaton Valley can raise topics for future discussion or ask questions. The length of the public session, normally 15 minutes, is at the discretion of the Chair. The Chair will either answer a question directly or inform the resident by written response of any action to be taken. At other times during the meeting, members of the public may be invited to contribute at the discretion of the Chair.