



ROYSTON TOWN COUNCIL



Town Clerk: Miss Caroline Mills PSLCC

19th April 2021

To all Members of Royston Town Council

Dear Councillor,

The next meeting of Royston Town Council will be held at **7.30pm on Monday 26th April 2021**, and you are summoned to attend. **This will be a virtual meeting.**

The meeting is held in public, by video link using Zoom, in accordance with regulations issued under Section 78 of the Coronavirus Act 2020. To attend by video link, click here -

<https://zoom.us/j/99867047101?pwd=dGR3M2syMEpPdHVMQXo3R3FqUm5Qdz09> or open Zoom and type in the Meeting ID: 998 6704 7101 and Passcode: Apple

To attend by phone, dial 0203 481 5240 and follow the prompts. Meeting ID 998 6704 7101 Passcode 524052.

The agenda is set out below. Please let me know if you are unable to attend.

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website www.roystontowncouncil.gov.uk.

Yours sincerely

Caroline Mills

Town Clerk

AGENDA

PUBLIC PARTICIPATION

Time will be set aside for members of the public to address the Council on items on the agenda. A maximum of 15 minutes is allocated to public participation and any individual member of the public shall have three minutes to deliver their statement.

Members of the public should contact the Town Clerk, in advance of the meeting, if they wish to speak. When they connect to the meeting, they will be held in a waiting room until the start of the meeting and muted until invited to speak by the Chair.

1. To receive apologies for absence.

Town Hall, Melbourn Street, Royston, Herts., SG8 7DA
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Email: town.clerk@roystontowncouncil.gov.uk



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2. **Declarations of interest and dispensations.**

2.1 To receive declarations of interest from councillors on items on the agenda.

Members are reminded that they are required to notify the Chairman of any declarations of interest in respect of any business set out in the agenda at the commencement of the relevant item on the agenda.

Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item and will be placed in the waiting room. Members declaring an other interest, which requires they leave the room under the Code of Conduct, can speak on the item, if members of the public are allowed to speak, but must leave the room before the debate and vote and will be placed in the waiting room.

It is up to a member to determine whether to make a declaration, however, if you should require any assistance, please consult the Town Clerk prior to the meeting.

2.2 Town Clerk to receive written requests for dispensations for interests.

2.3 To grant any requests for dispensation as appropriate.

3. **Town Mayor's Announcements:**

The Mayor to report on events he has attended to represent the Town.

4. **Minutes:**

To approve as a correct record the minutes of the meeting of the Council held on:

- 29th March 2021 (minutes 181/21 to 203/21, copy enclosed).

5. **Minutes of Committees:**

To receive minutes of Committee meetings, which have not already been adopted as a correct record, into the workings of the Council. Please note that these minutes are received for information purposes only as the relevant Committees are those which approve the minutes for accuracy.

a) The meeting of the Planning Committee held on:

- 12th April 2021 (minutes 204/21 to 209/21, copy enclosed)

6. **Accounts for Payment:**

a) To resolve to approve the March 2021 (supplementary) accounts for payment (copy enclosed).

b) To resolve to approve the April 2021 accounts for payment and the transfers between the Town Council accounts (copy enclosed).

7. **Flagpole on the Town Hall**

Members are to discuss the proposal to mount a flagpole on the Town Hall to enable the Union Flag to be flown permanently. This is subject to all necessary permissions being received. If agreed, quotes will be sought for approval by council.

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- 8. CCTV Policy 2021:**
Members are to review and approve the CCTV Policy 2021 and adopt it into the workings of the council (copy enclosed)
- 9. NHDC request for free hire of the Town Hall for Town Talks:**
Members are to discuss the request from NHDC to provide the Hardwicke Hall free of charge for Town Talks on 7 July 2021, 20 October 2021, 1 December 2021 and 23 March 2022 from 5pm to 7.30pm.
- 10. Councillors' reports on Town Council activities and as representatives on outside organisations:**
Members to give oral reports on the outside organisations on which they represent Royston Town Council and any Town Council activities. (Please notify the Town Clerk, by 4pm on the last working day prior to the meeting, if you intend to give a report).
- 11. Clerk's Report**
To receive a report from the Town Clerk (items for noting only).

Date of next Full Council meeting: 17th May 2021.

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