



**CORBY TOWN COUNCIL**  
4th Floor, Corby Cube, George Street  
Corby  
Northamptonshire  
NN17 1QG

**Town Mayor** Cllr Tafadzwa Chikoto  
**Town Clerk** Felicity Ryan

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**Website:** <http://www.corbytowncouncil.gov.uk>

To the **MEMBERS** of the **Full Council** you are hereby summoned to attend the **Annual Meeting and Mayor Making ceremony** on **Tuesday, May 30, 2023** at **19:00 - 20:00** in the **Council Chamber, Corby Cube, George Street, Corby NN17 1QG** for the transaction of business as set out in the agenda below.

*Felicity Ryan*

Felicity Ryan  
Town Clerk & Responsible Financial Officer  
Date: **Wednesday, 24 May 2023**

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### **ADJOURNMENT FOR PUBLIC PARTICIPATION**

Members of the press and public are welcome to attend.

### **AGENDA**

1 / 23 - ELECTION OF MAYOR FOR 2023/4

*For Decision*

The newly elected Chairman will make a Declaration of Acceptance of Office in the prescribed form and will assume the Chair

2 / 23 - APPOINTMENT OF DEPUTY MAYOR FOR 2023/2024

*For Decision*

3 / 23 - APOLOGIES FOR ABSENCE

*For Information*

Felicity Ryan, Clerk to Corby Town Council

To receive apologies and approve reasons for absence

4 / 23 - TO RECEIVE DECLARATIONS OF INTEREST RELATED TO  
BUSINESS ON THE AGENDA

*For  
Decision*

All

Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting during the transaction of that item of business.

5 / 23 - APPOINTMENT OF LEADER FOR 2023/24

*For Decision*

To appoint a Leader for the year 2023/4

6 / 23 - APPOINTMENT OF DEPUTY LEADER FOR 2023/4

*For Decision*

To appoint a deputy leader for 2023/4

7 / 23 - PUBLIC PARTICIPATION

*For Information*

Members of the public are invited to address the Committee. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chair of the meeting.

## 8 / 23 - MINUTES

*For Decision*

All

To approve the minutes for the Full Council meeting held on 28th March 2023.

To receive and note the minutes of the Finance & Resources Committee dated 21st March, 25th April, Planning Committee dated 4th April and the Events Committee dated 27th April and 15th May 2023.

## 9 / 23 - ELECTION OF COMMITTEES AND COUNCILLOR ROLES

*For Decision*

To approve the committee structure and to elect Chairs/Vice Chairs as follows:

Finance & Resources Committee

Planning Committee

Staffing Committee – To include Leader, Deputy Leader plus Chair of Finance & Resources

Events Committee –

Environment Committee –

Mayors Charity -

Armed Forces Champion -

## 10 / 23 - FINANCIAL MATTERS

*For Decision*

- a) To review and approve the Asset Register
- b) To review the current standing orders and direct debits
- c) To approve the Internal Audit Report and agree any recommendations
- d) To agree and complete the Annual Governance Statement for the year ending 31st March 2023.
- e) To approve the Accounting Statements 2022/3
- f) To approve the Notice of Public rights

## 11 / 23 - REVIEW OF POLICIES

*For Decision*

- Standing Orders (amendment at point 5.b)
- Terms of Reference (amendment at point 7.1.1)
- Financial Regulations (amendments at point 4.1 & 4.5)
- Operational Risk Assessment & Risk Management Statement (no amendments)

12 / 23 - GDPR

*For Decision*

To review the appointment of NCALC as the Council's Data Protection Officer and to review the GDPR policies and procedures.

13 / 23 - ADMINISTRATION

*For Decision*

To agree a timetable for future meetings of the Council and committees.

14 / 23 - LGA CONFERENCE

To resolve to send a delegate to the conference in July at a cost of £712.98 + VAT

15 / 23 - POTENTIAL RESEARCH COLLABORATION

To receive the report regarding the proposed project and to resolve to allow officer time if the project funding is secured

16 / 23 - INSURANCE

To review insurance quotes received and to approve an insurer for 2023-4

17 / 23 - MATTERS FOR DISCUSSION AND DATES OF NEXT MEETING

*For Information*

All