



**Notice is hereby given**  
**Of the meeting of Market Deeping Town Council, which will be held on**  
**Wednesday 13 September 2023 at 7.30pm at the Town Hall Chambers, Market Deeping.**  
**The following business will be transacted:**

## AGENDA

<b>Public forum</b>
There will be an Open Session prior to the full council meeting, commencing at 7.30pm lasting for a maximum of 30 minutes, where members of the public are invited to address the Town Council. <i>This will include five-minute reports from any County/District Councillors.</i> The full council meeting will commence at 8.00pm or at the closure of the public forum, whichever is the sooner.
1. Chairman's Welcome & Introductions
2. To note apologies and accept valid reason for Absence
3. Declarations of Interest under the Localism Act 2011
4. Acceptance of minutes of a meeting held on 12 July 2023
5. Reports: Including reports from Committees: Planning and Highways, DNP, Amenities and Open spaces, Town Hall & Cemetery, Finance & Personnel, Mayor's report and the Clerk's report
6. Correspondence to be noted and resolved upon
7. Council Finances: a) Income & Expenditure by Cost Centre b) Accounts to be paid for September c) For members to review Council Finances to 31.8.23 d) For members to receive and accept the internal auditor's report e) For members to review EMRs f) For members to review detailed income and expenditure to 31/8/23 and g) For members to consider the conclusion of external audit report for 2022/23
8. For members to consider arrangements for <b>forthcoming events</b> : For members to consider Remembrance, Autumn walk and Christmas events for 2023
9. For members to consider the appointment of Cllr Mrs Reed to the Amenities and open Spaces Committee
10. For members to receive an update on the premises licence
11. For members to receive an update on Citizen's Advice Bureau provision – DH, NN
12. For members to receive an update on Phone box - PH
13. For members to consider the decision made by Finance and Personnel committee regarding TOR for Committees increasing to £10,000
14. For members to consider updates to the Financial Regulations
15. For members to consider the arrangements for photocopier hire
16. For members to consider and discuss any points raised in the public session
17. Personnel Matters: Consideration to go into Closed Session to discuss: Staff Issues
<b>18. To consider items for inclusion on the agenda items for next meeting</b> of the Town Council, to be held at The Town Hall, Market Deeping on 11 October 2023