

**LESLEY BRAMWELL**  
TOWN CLERK

**NEW MILLS TOWN COUNCIL**  
***In the High Peak of Derbyshire***

Town Hall, New Mills, High Peak, SK22 4AT  
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24<sup>th</sup> September 2018.

Dear Councillor,

NOTICE is hereby given that a meeting of the HERITAGE CENTRE COMMITTEE of the NEW MILLS TOWN COUNCIL will be held in the Council Chamber, Town Hall, New Mills, at 4 pm MONDAY 1<sup>st</sup> October 2018, to which you are summoned.

Yours faithfully,

*L. Bramwell*

**LESLEY BRAMWELL**

Town Clerk

**- A G E N D A -**

**Meetings open to the public may be recorded by representatives of the media or by members of the public. Any persons intending to record this meeting are requested not to film the public seating area and to respect the wishes of members of the public who have come to speak at a meeting but do not wish to be filmed; and are reminded that it is not permitted for oral commentary to be provided during a meeting.**

**The Chair of the meeting may ask people to stop recording and leave the meeting if they act in a disruptive manner.**

**NON CONFIDENTIAL INFORMATION (PUBLIC IN ATTENDANCE)**

1. To receive and accept apologies for absence.
2. Variation of order of Business.

To determine which items if any of 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: -

“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 leave.”

### 3. Declaration of Members Interests.

Please Note:-

- (a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item).
- (b) Where a member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

The Declarations of Interests will be read out from the Declaration Sheet - Members will be asked to confirm that the record is correct.

### 4. Public Speaking – (15 Minutes)

- (a) A period of not more than fifteen minutes will be made available for members of the public and Members of the Council to speak. 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 under item (c) below. (If the item to which representations or comment were made by a Member is on the Agenda the Member must declare that interest again and withdraw from the meeting during consideration of that item).
- (b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter. Members of the Council however will restrict Police matters they raise to those relating to their Council Ward.
- (c) Members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.

5. To agree the minutes of the HC Committee meeting on the 3<sup>rd</sup> September.

6. Heritage Centre – financial report.

7. Appointment of paid Heritage Centre Administrator – updated job description.

## 8. Appointment of volunteer assistants.

To resolve that the press and public be excluded from the meeting for the following items because there may be disclosure to them of exempt information as defined in Schedule 12 A for the Local Government Act 1972.