



Serving Our Community

67 High Street, Willington, Crook, Co. Durham, DL15 0PF

Town Mayor: Councillor Dorothy Hales

Town Clerk: Mrs Emma McCann

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15th May 2026

PUBLIC NOTICE

Dear Resident

Notice is hereby given that the **ANNUAL MEETING** of **GREATER WILLINGTON TOWN COUNCIL** will be held at 67 High Street, Willington, Crook, Co. Durham on **THURSDAY 21ST MAY 2026** following the Annual Parish Meeting.

WELCOME

Before the formal business of the meeting commences, the retiring Mayor, Councillor Dorothy Hales will say a few words.

AGENDA

1. APPOINTMENT OF TOWN MAYOR FOR THE YEAR 2026-2027
 - i. Declaration of Acceptance of Office by the Town Mayor.
2. APPOINTMENT OF DEPUTY TOWN MAYOR FOR THE YEAR 2026-2027
 - i. Declaration of Acceptance of Office by the Deputy Town Mayor.
3. NOTICE OF MEETING
Public Notice of the Meeting has been given in accordance with Schedule 12, paragraph 10(2) of the Local Government Act 1972.
4. APOLOGIES FOR ABSENCE
To consider for approval.
5. DECLARATION OF INTERESTS
To notify of any items that appear on the agenda which you have an interest, including those that have previously been recorded in the Members' Register of Interests.
6. MEMBERS DISPENSATIONS
To consider written requests for dispensations from members who have declared interests
7. MINUTES OF THE PREVIOUS ANNUAL MEETING HELD ON 22ND MAY 2025
(for information only)

8. ORDINARY MEETING HELD ON 9TH APRIL 2026
 - i. Matters arising
 - ii. To approve the minutes of the Ordinary Meeting held on 9th April 2026
 - iii. Chair of the Council to sign the minutes of 9th April 2026 as a true record

9. STRUCTURE, COMPOSITION, AND DELEGATED POWERS OF THE COUNCIL
 - i. To approve steering groups as and when required
 - ii. To appoint staffing sub-committee members
 - iii. To approve to appoint external board representatives as and when required

10. DRAFT ACCOUNTS 2025/2026 OF GREATER WILLINGTON TOWN COUNCIL (APPENDIX 1)
 - i. To receive the Internal Auditors Report (Appendix 1)
 - ii. To approve the draft accounts 2025/2026 (Appendix 2)

11. CONSIDERATION OF THE GREATER WILLINGTON TOWN COUNCIL 2024/2025 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN
 - i. Section 1 - Annual Internal Audit Report 2025/26 (Appendix 3)
 - ii. Section 1 - Annual Governance Statement 2025/26 (Appendix 4)
 - iii. Section 2 – Accounting Statements 2025/26 (Appendix 5)

12. FINANCIAL MATTERS
 - i. To endorse the Financial Regulations Annual review (Appendix 6)
 - ii. To review and agree cheque signatories
 - iii. To appoint an Internal Auditor

13. THE TOWN CLERK'S/RFO DELEGATED RESPONSIBILITIES AND POWERS
 - i. To approve the RFO's delegated powers to update insurance policies as and when required
 - ii. To review the RFO's delegated powers of expenditure

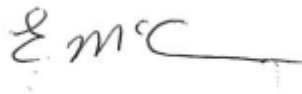
14. TO APPROVE THE ANNUAL RISK ASSESSMENT REPORT (APPENDIX 7)

15. TO APPROVE THE STANDING ORDERS ANNUAL REVIEW (APPENDIX 8)

16. APPROVAL OF COUNCIL POLICIES
Available to view prior to the meeting during office opening hours
 - Allotment Policy
 - Anti-fraud and Corruption Policy
 - Code of Conduct
 - Community Engagement
 - Complaints Procedure
 - Co-Option Policy
 - Councillor and Employee Expenses
 - Diversity Statement
 - Equal Opportunities
 - Freedom of Information Charging Policy
 - GDPR Data Retention and Disposal Policy
 - GDPR Information and Data Protection Policy
 - GDPR Privacy Policy
 - Policy on Reserves and Restricted Funds
 - Protocol for member/officer relations
 - Publication Scheme
 - Public Participation Policy
 - Safeguarding Policy

17. TO APPROVE THE 2025/2026 ANNUAL REPORT (APPENDIX 9)

18. TO CONSIDER THE SCHEDULE OF MEETINGS FOR 2026/2027 (APPENDIX 10)
19. TO RECEIVE AN UPDATE ON ONGOING COUNCIL BUSINESS
 - i. Future Events
 - ii. Councillor Training
20. PLANNING
 - i. To consider valid planning applications that have been received.
 - ii. To acknowledge any decisions on previous planning applications received.
21. DATE AND TIME OF NEXT MEETING
Annual Parish Meeting TBC
Annual Meeting TBC



Emma McCann
Town Clerk

To: All members of Greater Willington Town Council

Chair: Councillor Dorothy Hales

Please note members of the public are entitled to attend and observe committee meetings, subject to

The Public Bodies (Admission to Meetings) Act 1960 as amended by The Openness of Local Government Bodies Regulations 2014.

If residents wish to speak at a council meeting, please write to the Town Clerk no later than 12 noon prior to the meeting so that public participation agenda time can be allocated.