



NOTICE
The Town Council's
Annual Council Meeting
to be held on
Monday 15th May 2023

The Public and Press are cordially invited to attend.
To transact the business set out below.

Signed Clerk of the Council

Date : 9TH May 2023

AGENDA

1.	Election of Chair - Chair of Town Council for 2023/24.
2.	Declaration of acceptance of Office -Chair to sign declaration of office
3.	Appointment of Vice-Chair - Vice Chair of Town Council for 2023/24
4.	Declaration of acceptance of Office -Vice Chair to sign declaration of office
5.	Welcome
6.	Apologies and the reasons for absence.
7.	Public Session
8.	Election of Mayor for the year 2023/2024.
9.	Mayor – Declaration of acceptance of Office of Mayor.
10.	Appointment of Deputy Mayor for 2023/2024
11.	Deputy Mayor – Declaration of acceptance of Office of Deputy Mayor.
12.	Minutes.
13.	Borough Councillor Update
14.	Proposed Meeting Dates
15.	Appointment of Committees and Members of Committees.
16.	Review of Delegation Arrangements and Terms of Reference for Committees
17.	Standing Orders and Financial Regulations.
18.	Risk Register
19.	Appointment of Town Council Representative on Outside Bodies.
20.	Grants
21.	Clerks Report

22.	Exclusion of Press and Public
23.	Staffing Update