

NEWTON ABBOT TOWN COUNCIL



Newton's Place
Wolborough Street
Newton Abbot
TQ12 1JQ

ANNUAL COUNCIL MEETING

Wednesday 17th May 2023

at

6.30 pm



**TO: ALL MEMBERS
OF THE COUNCIL**

MY Ref: PAR\CW\LM

Date: 10th May 2023

Dear Councillor,

You are hereby summoned under the Local Government Act 1972, Schedule 12, Section 10, to attend the **ANNUAL MEETING OF THE TOWN COUNCIL** to be held at Newton's Place, Wolborough Street, Newton Abbot on **WEDNESDAY, 17TH MAY 2023 AT 6.30 P.M.** to transact the business specified in the Agenda set out below.

Yours sincerely

Town Clerk

A G E N D A

N.B.

PRAYERS – at 6.25 p.m. the Mayor's Chaplin, will deliver prayers for those wishing to attend.

MAYORAL ANNOUNCEMENTS & MAYOR'S CHARITY

Prior to the commencement of the meeting, The Mayor, Councillor Carol Bunday, will make some announcements.

1. ELECTION OF TOWN MAYOR FOR 2023/24

Mayor to invite nominations for the election of the Mayor of Newton Abbot Town Council for 2023/24.

Chain of Office to be transferred to the new Mayor.

2. DECLARATION OF ACCEPTANCE OF OFFICE

The Town Clerk to invite the new Mayor to read and sign the declaration of acceptance of office.

The new Mayor to make any appropriate announcements, to include Mayor's Escort, Chaplain, Charity and the Mayoral Cadet(s).

3. APOLOGIES FOR ABSENCE

To receive apologies and approve reasons for absence. *Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender*

apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.

4. INTERESTS TO BE DECLARED

In accordance with the Code of Conduct, Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in items to be considered at this meeting.

5. APPOINTMENT OF DEPUTY MAYOR 2023/24
(Mayor Elect 2024/25)

The Mayor to call for nominations for and to declare the appointment of the Deputy Mayor for 2023/24.

Ribbon of office to be placed on the Deputy Mayor.

6. DECLARATION OF ACCEPTANCE OF OFFICE

The Town Clerk to invite the Deputy Mayor to read and sign the declaration of acceptance of office.

7. TOWN COUNCIL ELECTIONS – 4TH MAY 2023

To note the results of the Town Council Elections held on Thursday 4th May 2023.

APPENDIX A (to be tabled at the meeting)

8. MEMBERSHIP OF COMMITTEES

To approve the membership of the Committees and Sub-Committees of the Council.

APPENDIX B

9. ADJOURNMENT OF THE MEETING

The Meeting to adjourn to allow the Council's committees to meet to elect and appoint their Chairpersons and Vice-Chairpersons.

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|-----------------------------------|-------------------|
| a) Community & Heritage Committee | APPENDIX C |
| b) Finance & Audit Committee | APPENDIX D |
| c) Planning Committee | APPENDIX E |
| d) Policy & Resources Committee | APPENDIX F |

10. RESUMPTION OF THE MEETING

The Meeting to resume to conduct the remainder of the business.

11. PROCEEDINGS OF THE COMMITTEES OF THE COUNCIL

A. To receive the minutes of the meetings of the Council as held during the adjournment of the Annual Council Meeting, 17th May 2023.

- i. Community & Heritage Committee
- ii. Finance & Audit Committee
- iii. Planning Committee
- iv. Policy & Resources Committee

B. To give authority to the Chairpersons and Vice-Chairpersons of the parent committees to make any necessary decisions arising from the business of their sub-committees and working parties until such time as their chair and vice-chairpersons are elected or appointed.

12. **APPOINTMENT OF COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES**

To approve and consider as necessary the filling of vacancies on the Representatives on Outside Bodies appointed by the Council.

APPENDIX G

13. **GENERAL POWER OF COMPETENCE**

To resolve that the Council meets the required criteria to adopt the General Power of Competence as set out in the (General Power of Competence) (Prescribed Conditions) Order 2012 (SI 2012/965)

Eligibility:

- It has a qualified Clerk.
- A minimum of two thirds (12) of the total number of Councillors have been elected: and
- It has resolved at a meeting of the Council and each subsequent relevant annual meeting (that is, an annual meeting that takes place in a year of ordinary elections of parish councillors) that it meets these conditions.

14. **TO APPROVE SIGNATURES FOR CHEQUES**

To approve the following to be the authorised signatories for cheques on behalf of the Council - Mayor, Deputy Mayor, Chairperson Finance & Audit and Vice-Chairperson Finance & Audit Committee.

Any two of the Members nominated plus Town Clerk and/or RFO/Office Administrator (N.B. This resolution is required for Bank Mandate purposes).

15. **CONCLUSION OF THE MEETING**

The Mayor to close the Meeting.

N.B. At the conclusion of the Meeting, the Mayor invites you to enjoy the available refreshments.