

SGJ/B&B 15.05.18

10th May 2018

To: **ALL MEMBERS OF COUNCIL**

Dear Councillor

YOU ARE HEREBY SUMMONED to attend the **ANNUAL GENERAL MEETING** of the **BROUGHTON AND BRETTON COMMUNITY COUNCIL AND ITS COMMITTEES** to be held at **THE EDWIN HALL COUNCIL CHAMBER, BROOKES AVENUE, BROUGHTON** on **TUESDAY 15TH MAY 2018** at **7.30 p.m.**

Please note the later start time is to ensure Members have sufficient time to attend the Airbus Residents evening at 6.00 p.m. in the Visitor Centre.

Yours sincerely

Mrs Sharron G Jones
Clerk & Financial Officer

CYNGOR CYMUNED BRYCHDYN A BRETTON
BROUGHTON AND BRETTON COMMUNITY COUNCIL
ANNUAL MEETING

15 MAY 2018

A G E N D A

1. APOLOGIES FOR ABSENCE:

2. DECLARATIONS OF INTEREST:

To receive any declarations of interest from Members.

3. RETIRING CHAIR'S REMARKS:

4. APPOINTMENT OF CHAIR 2018 / 2019:

- a) To appoint the Chair of Council for the Municipal Year
- b) To receive the Declaration of Acceptance of Office from the Chair and to receive remarks.

5. APPOINTMENT OF VICE-CHAIR 2018 / 2019:

- a) To appoint the Vice-Chair of Council for the Municipal Year.
- b) To receive the Declaration of Acceptance of Office from the Vice-Chair and to receive remarks.

6. MINUTES OF PREVIOUS MEETING:

To receive and approve the minutes of the previous meeting held on 24th April 2018.

7. MATTERS ARISING FROM THE MINUTES:

8. MINUTES OF COMMITTEES:

To receive and confirm the Minutes of the following Committees held on 24th April 2018.

Planning & General Purposes Committee
Lighting & Amenities Committee
Finance & Staffing Committee

9. **VACANCY ON NORTH EAST WARD:**

A notice of co-option has been advertised on the Council's website and public notice boards with a deadline of Friday 11th May. Members will be asked to consider the application(s) received and a vote will be taken if required.

If the successful candidate is present at the meeting, he/she will be duly asked to sign his/her Declaration of Acceptance of office and join the meeting.

10. **MEMBERS CODE OF CONDUCT:**

To confirm adherence to the Model Code of Conduct as previously adopted by Council, revised version emailed separately.

11. **STANDING ORDERS:**

To review and agree the Council's Standing Orders. Members are asked to consider an updated version with proposed amendments in coloured text. A copy will also be emailed separately for ease.

12. **FINANCIAL REGULATIONS:**

To review and confirm adherence to the Council's Financial Regulations, copy emailed separately.

13. **REPRESENTATION ON OUTSIDE BODIES:**

To agree the Council's representation on outside bodies, schedule attached.

14. **PAYMENTS TO MEMBERS OF COMMUNITY AND TOWN COUNCILS:**

To decide on Determinations 44 to 53, copies attached, noting the new mandatory payments as outlined. Decisions taken will apply to all Members at the levels determined by the Independent Remuneration Panel. An individual Member may make a personal decision to elect to forgo part or all of the entitlement to any of these allowances by giving notice in writing to the proper officer of the Council.

Details of the determinations are attached. Members are asked to review each determination and agree the Council's response.

15. **DATES AND TIMES OF MEETINGS FOR THE MUNICIPAL YEAR 2018/2019:**

19 June 2018	15 January 2019
17 July 2018	19 February 2019
18 September 2018	19 March 2019
16 October 2018	16 April 2019
20 November 2018	21 May 2019