

SGJ/BB.16.05.17

11th May 2017

To: **ALL MEMBERS OF COUNCIL**

Dear Councillor

YOU ARE HEREBY SUMMONED to attend the **ANNUAL MEETING** of the **BROUGHTON AND BRETTON COMMUNITY COUNCIL** to be held at **THE EDWIN HALL COUNCIL CHAMBER, BROUGHTON AND BRETTON COMMUNITY CENTRE, BROOKES AVENUE, BROUGHTON** on **TUESDAY 16th May 2017** at **7.00 p.m.**

The agenda and papers are attached.

Yours sincerely

S G JONES
Clerk & Financial Officer

BROUGHTON AND BRETTON COMMUNITY COUNCIL

ANNUAL MEETING

16TH May 2017

A G E N D A

1. APOLOGIES FOR ABSENCE:

2. DECLARATIONS OF INTEREST:

To receive any declarations of interests from Members.

3. RETIRING CHAIR'S REMARKS:

4. APPOINTMENT OF CHAIR 2017/2018:

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 2017/2018:

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 18TH April 2017.

7. MATTERS ARISING FROM MINUTES:

8. MINUTES OF COMMITTEES:

To receive the minutes of the meeting of the following Committees:

Planning and General Purposes
Lighting and Amenities
Finance and Staffing

9. **DECLARATIONS OF ACCEPTANCE OF OFFICE:**

To receive a verbal update from the Clerk.

10. **MEMBERS CODE OF CONDUCT:**

To confirm adherence to the Model Code of Conduct as adopted by Council in May 2016, copy previously provided.

11. **COUNCILLOR VACANCY – BROUGHTON AND BRETTON NORTH EAST WARD:**

Following the recent Local Government elections, there remains a vacancy in the North East Ward. The Council is asked to consider filling the vacancy by Co-option.

12. **STANDING ORDERS:**

To review and agree the Council's Standing Orders, copy previously provided. Council may wish to consider the following revisions:

- a. Recording of Council meetings
- b. No longer having a meeting in December due to the number of civic and seasonal events that Councillors are expected to attend

13. **FINANCIAL REGULATIONS:**

To review and agree the Council's revised Financial Regulations following the introduction of modernised payment systems – copy attached.

14. **REPRESENTATION ON OUTSIDE BODIES:**

To agree the Council's representation on Outside Bodies, schedule attached.

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

To decide on Determinations 44 to 51, which are permissive powers. 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.

16. **DATES AND TIMES OF MEETINGS FOR THE MUNICIPAL YEAR 2017/2018:**

20 June 2017
18 July 2017
19 September 2017
17 October 2017
21 November 2017
19 December 2017

16 January 2018
20 February 2018
20 March 2018
17 April 2018
15 May 2018