

CIRENCESTER TOWN COUNCIL

NOTICE OF THE ANNUAL MEETING OF THE TOWN COUNCIL

NOTICE IS HEREBY GIVEN THAT: -

The Annual Meeting of the above named Town Council will be held at The Bingham Gallery and Conference Suite, Bingham House, No. 1 Dyer Street, Cirencester, on: -

TUESDAY, 13TH MAY 2008 AT 7.00 P.M.

The meeting will be open to the public unless the Council otherwise direct.

A G E N D A

1. a) **ELECTION OF MAYOR**
To hold office until the Annual Meeting 2009.
- b) **DECLARATION OF ACCEPTANCE OF OFFICE**
To receive the Mayor's declaration of acceptance of office.
2. **ELECTION OF DEPUTY MAYOR**
To hold office until the Annual Meeting 2009.
3. **TO APPOINT STANDING COMMITTEES AND GROUPS**
 - a) **Finance Committee**
To confirm that all Members of the Council be appointed.
 - b) **Planning Committee**
To appoint 7 Members.
 - c) **Personnel Group**
To consider establishing a Personnel Group and appointing 5 Members; It is proposed that the Chairman of this Group serve on the Corporate Group.
 - d) **Corporate Group**
To confirm that the membership of the Group shall consist of the Mayor, Deputy Mayor, Chairman and Vice Chairman of the Finance Committee, Chairman of the Project Board and Chairman of the Personnel Group.
 - e) **Project Group**
To appoint 6 Members.
 - f) **Climate Change and Sustainability Group**
To consider establishing a Climate Change and Sustainability Group and to appoint 5 Members.
 - g) **Internal Audit & Risk Management Group**
To appoint 3 Members.
4. **TO APPOINT TASK AND FINISH GROUPS**
To consider if there are any Task and Finish projects which need to be completed in 2008/9 and to establish, if necessary, appropriate Task and Finish Groups.
5. **CHARTER MARKET MANAGEMENT COMMITTEE**
To establish a Charter Market Management Committee and to appoint 5 Members.
6. **REPRESENTATIVES ON OTHER ORGANISATIONS**
To review and appoint representatives as necessary.
7. **APOLOGIES**
To receive and accept the apologies presented.
8. **DECLARATIONS OF INTEREST**
Members are reminded to declare any personal or prejudicial interests on any item on this agenda in accordance with Cirencester Town Council's Code of Conduct.
9. **COUNCIL MINUTES**
To receive and approve the Minutes of the Council Meeting held on 8th April 2008.
10. **QUESTION TIME FOR ELECTORS**
For electors who have given 48 hours written notice of their question.

11. QUESTION TIME FOR MEMBERS

For members who have given 48 hours notice, unless the item is urgent.

12. GLOUCESTERSHIRE COUNTY COUNCIL

Gloucestershire County Council members to answer questions on their Authority (48 hours notice required).

13. COTSWOLD DISTRICT COUNCIL

Cotswold District Council members to answer questions on their Authority (48 hours notice required).

14. PLANNING COMMITTEE

That the recently considered applications and decisions made at Planning Committee Meetings held on 10th and 24th April 2008 be noted.

15. PROJECT BOARD

To receive a report from the Chairman of the Project Board arising from the meeting held on 21st April 2008.

16. SCHEDULE OF ACCOUNTS PAID 1ST TO 30TH APRIL 2008

To approve and authorise the schedule of payments made during the period 1st to 30th April 2008.

17. REVIEW OF STANDING ORDERS

To consider and approve the revised Standing Orders as recommended by the Corporate Group; and that subject to amendment by Council at this meeting and delegated authority to the Chief Executive Officer to make any minor and necessary grammatical changes to the text, they be adopted.

18. NATIONAL ASSOCIATION OF LOCAL COUNCILS - ANNUAL CONFERENCE

At this year's NALC Annual Conference and Exhibition attendees will be able to question the Secretary of State for the Department of Communities and Local Government, Hazel Blears MP, on any subject they like.

The Mayor and Councillor D J Nash will be attending the Conference and questions are accordingly sought from Members.

19. KINGSHILL LANE SPORTS DEVELOPMENT

To receive a report from the Chief Executive Officer, on behalf of the Project Board, relating to the future development of the Town Council's facility at Kingshill Lane.

20. CHESTERTON TWO ACRES - PLAY EQUIPMENT

On 11th September 2007, it was "RESOLVED that up to £8,000 be made available from reserves for the provision of a teen shelter and 2 multi-play goals in the Chesterton ward." Members are asked to consider further funding of £2,000 for solar-powered lighting and radio and bluetooth to be incorporated into the shelter.

21. OUR FUTURE CIRENCESTER

To receive a report on the Market and Coastal Towns Initiative.

22. RECORD OF ATTENDANCES 2007/8

To receive the record of attendances.

23. SCHEDULE OF MEETINGS 2008/9

To receive the Schedule of Meetings for the coming civic year (Minute 156.08 refers).

NOTES:

1. All reports referred to, including recommendations, are available to view at the Customer Information Point, Dyer House, 3 Dyer Street, Cirencester.
2. A Welcome Sheet is available to members of the public at the meeting; and on request via the Customer Information Point.
3. Future Meeting Dates: - 22nd May 2008 - Planning Committee Meeting at 2.00 p.m.
5th June 2008 - Planning Committee Meeting at 2.00 p.m.
10th June 2008 - Council Meeting at 7.00 p.m.
4. "Our People, Our Place" Event on Saturday 5 July 2008 at 10.00 a.m. until 12.00 p.m. - An opportunity for members of the public to meet the Town Councillors, find out more about the work of the Town Council and discuss how the public might be able to get involved.
5. Members of the public are welcome to attend meetings of the Council and Planning Committee. For details about public participation, please contact the Customer Information Point.

Signed

CHIEF EXECUTIVE OFFICER/TOWN CLERK