



**Annual Maltby Town Council Meeting**  
**to be held at 6.45pm on Thursday 2 May 2013**

at the

Edward Dunn Memorial Hall, Tickhill Road, Maltby S66 7NQ

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To Members of the Council

25 April 2013

You are summoned to attend the ANNUAL MEETING OF MALTBY TOWN COUNCIL at the Council Offices. Press and public are cordially invited to attend.

*A Stewart*, A Stewart, Town Clerk

**AGENDA**

1. To appoint a Chairman for the ensuing Council year and to receive the Chairman's Declaration of Acceptance of Office
2. To appoint a Vice-Chairman for the ensuing Council year and to receive the Vice Chairman's Acceptance of Office.
3. To receive apologies for absence
4. To receive any declarations of interest from Members<sup>1</sup>
5. Public Participation Session of up to 30 minutes at the Chairman's discretion.
6. To consider items for which a resolution may be passed to exclude the press and public
7. To discuss any communications received by the Chairman.
8. To confirm minutes of a meeting of the Town Council held on Thursday 18 April 2013 (attached)
9. To receive the minutes from the Maltby Town Council Plan Steering Group meeting held on Wednesday 13 March 2013 (attached)
10. To receive the minutes from the Maltby Town Council Events Panel meeting held on Thursday 14<sup>th</sup> March 2013 (attached)
11. To appoint an Internal Auditor
12. To review Committee Structures and to appoint members to serve on the under mentioned or other Committees as agreed by Council: (attached)
  - 12.1 Finance and Staffing
  - 12.2 Events
  - 12.3 Environment

2/5/2013

13. To review the Terms of Reference for Finance & Staffing, Events and Environment Committees (attached)
14. To appoint a members to represent Maltby Town Council on the:
- 14.1 Communities First Panel
  - 14.2 Maltby Commons Group
  - 14.3 Doncaster/Sheffield Airport Committee
15. To confirm the Town Clerk as the representative for Maltby Town Council on the:
- 15.1 Wentworth Valley Co-Ordinators Panel
  - 15.2 RMBC Housing and Environment Steering Group
16. To agree a meeting schedule for the Town Council Meetings for the ensuing year (tabled)
17. To suspend standing orders so that in the absence of the Clerk cheques can be signed by 3 councillors and that Finance Officer Phil Parkin will be the authorising signatory for the payment of bills.
18. To consider the Maltby Town Council Plan and agree a course of action (tabled)
19. To receive a report on the meeting with Food Aware to determine how vouchers can be distributed to Maltby residents who would benefit from free food parcels and to agree a course of action.
20. To consider a request from Rotherham Hospice for change of use of the donation
21. To receive a report from the Clerk and Responsible Financial Officer.
22. To consider items from the National and Local County Associations:
- DIS- Issue No 805-March 13, 086-April 13 and 807-April 13
  - Protecting the Independent Press from Unfair Competition (attached)
23. Planning Lists Nos: 11 - 16
24. To discuss routine correspondence.
- Maltby Woodlee Commons and Craggs Meadow Steering Group 27 March 13
  - Rotherham Healthwatch – recruiting volunteer Chair and Vice Chair
25. To discuss routine RMBC matters.
- Avon Close, Maltby – Carriage resurfacing starting 13<sup>th</sup> May 2013
  - Stainton Lane, Maltby – Highway surfacing starting 7<sup>th</sup> May 2013
26. To exchange information.
27. To agree date and time of next meeting

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<sup>1</sup> A Councillor is at risk of prosecution for committing criminal offences in s.34 of the 2011 Localism Act if they, without dispensation, participates or votes on a matter being considered in which they have a **disclosable pecuniary interest** (s.31(4) of the 2011 Act). Or written notification of such DPI has not already been given to the Monitoring Officer and the member does not provide written notification of the interest to the Monitoring Officer with 28 days of the meeting (ss.31(2) and (3) of the 2011 Act). Or they knowingly or recklessly provide false or misleading information about the above (s.34 (2) of the 2011 Act).

