



**Annual Maltby Town Council Meeting**  
**to be held at 6.45pm on Thursday 4 May 2017**  
**Edward Dunn Memorial Hall, Tickhill Road, Maltby S66 7NQ**  
**01709 814060**

To Members of the Council

29 April 2017

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

*K A Butler*

K A Butler, 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 confirm minutes of a meeting of the Town Council held on Thursday 6 April 2017 (attached)
8. To confirm the minutes of the Extra-Ordinary Meeting held on 13 March 2017 (attached)
9. To receive the minutes the General Purpose Committee held on 9 March 2017 (attached)
10. To receive the minutes from the Events Committee 16 March 2017 (attached)
11. To receive the minutes of the Finance and Staffing Committee held on 16 March 2017 (attached)
12. To discuss any communications received by the Chairman.
  - Letter from a resident (attached)
13. To receive information on the following on-going issues and decide further action where necessary:
  - Newsletter
  - Rotherham Civic Society – Plaques
  - Defibrillators
  - Cemetery

- 14 Matters Requested by Councillors:
  - 14.1 Security fencing on Walters Road – Councillor J Carratt
  - 14.2 Maltby Main Football Pitch – Councillor J Carratt
- 15 To discuss the security of the Edward Dunn Memorial Hall and agree further action where necessary
- 16 To agree a meeting schedule for the Town Council Meetings for the ensuing year (attached)
- 17 To review Committee Structures/Working Parties and to appoint members to serve on the under mentioned or other Committees as agreed by Council: (attached)
  - 17.1 General Purpose
  - 17.2 Events
  - 17.3 Finance & Staffing
  - 17.4 Horticultural Show
  - 17.5 High Street Working Party
  - 17.6 Friends of Maltby Cemetery
  - 17.7 Christmas Appeal
  - 17.8 Funding of New Build
- 18 To review and approve the Terms of Reference for the following committees:
  - 18.1 General Purpose
  - 18.2 Events
  - 18.3 Finance & Staffing
- 19 To appoint a member/s to represent Maltby Town Council on the:
  - 19.1 Maltby Commons Group
  - 19.2 Doncaster/Sheffield Airport Committee
  - 19.3 Crag Meadow Steering Group
- 20 To confirm the Town Clerk as the representative for Maltby Town Council on the:
  - 20.1 Wentworth Valley Co-Ordinators Panel
  - 20.2 RMBC Housing and Environment Steering Group
21. To approve and accept the BACS, Standing Orders and Direct Debit Payments (attached)
22. To receive and agree the Risk Assessment and Management (Finance) for 1 April 2016 – 31 March 2017
23. To receive and agree the Asset Register
24. To receive and agree the report on the Effectiveness of Internal Control (attached)
25. To receive the Earmarked Reserves report and agree further action where necessary (attached)
26. To consider items from the National and Local County Associations:

27. Planning Lists Nos: 11 - 16
28. To consider DMBC matters:
29. To consider items from the Yorkshire Local Councils Association and decide further action where necessary:
30. To consider grant applications and donations:
  - Request from the WI for free use for a coffee morning
31. To discuss routine correspondence
  - Maltby Wood Lee Common and Craggs Meadow Steering Group
32. To receive an update from the Town Clerk (information only)
33. To notify the Town Clerk of matters for inclusion on a future agenda
34. To confirm the date and time of the next meeting as 1 June 2017, 6.30pm

---

<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).