



Annual Maltby Town Council Meeting
to be held at 6.30pm on Thursday 3 May 2018
Edward Dunn Memorial Hall, Tickhill Road, Maltby S66 7NQ
01709 814060

To Members of the Council

26 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 Members¹
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 5 April 2018 (attached)
8. To receive the minutes of the Horticultural Show Meeting held on 8 March 2018 (attached)
9. To receive the minutes of the General Purpose Committee held on 15 March 2018 (attached)
10. To receive the minutes from the Events Committee 22 March 2018 (attached)
11. To receive the minutes of the Finance and Staffing Committee held on 22 March 2018 (attached)
12. To discuss any communications received by the Chairman.
 - 12.1 Letter from a resident (attached)
 - 12.2 Letter from Councillor Andrews (attached)
13. To receive information on the following on-going issues and decide further action where necessary:
 - 13.1 Newsletter
 - 13.2 Tommy
 - 13.3 Hardwiring

- 13.4 Meeting with Kevin Barron MP re Information Commissioners Office
- 13.5 Neighbourhood Plan
- 13.6 Bouncy Castles

14 Matters Requested by Councillors:

- 14.1 To discuss Coronation Park Pavillion – Councillor M Richardson
- 14.2 To discuss and agree the Council undertaking a feasibility study on the refurbishment of the Edward Dunn and a feasibility study on a new build for public consultation – Councillor P Heaps

15 To agree a meeting schedule for the Town Council Meetings for the ensuing year (attached)

16 To review and approve the Terms of Reference for the following committees (attached)

- 16.1 General Purpose
- 16.2 Events
- 16.3 Finance & Staffing
- 16.4 Horticultural Show

17 To appoint members to serve on the under mentioned or other Committees as agreed by Council

- 17.1 General Purpose
- 17.2 Events
- 17.3 Finance & Staffing
- 17.4 Horticultural Show

18 To appoint a member/s to represent Maltby Town Council on to the:

- 18.1 Maltby Commons Group
- 18.2 Craggs Meadow Steering Group
- 18.3 Maltby Miners Memorial Committee
- 18.4 Friends of Maltby Cemetery
- 18.5 Maltby High Street
- 18.6 Maltby Neighbourhood Plan

19. To approve and accept the BACS, Standing Orders and Direct Debit Payments (attached)

20. To receive and agree the Risk Assessment and Management (Finance) for 1 April 2017 – 31 March 2018 (attached)

21. To receive and agree the Asset Register (attached)

22. To receive the Earmarked Reserves report and agree further action where necessary (attached)

23. To receive and agree the report on the Effectiveness of Internal Control (attached)

24. To discuss and agree to adopt the Dispensation Policy (attached)

25. To discuss and agree Maltby Town Council's charity of the year for 2018/19

26. To discuss and agree to adopt the Casual Vacancy Policy (attached)

27. To discuss the proposed closure of Maltby Linx and agree further action if necessary
28. To receive an update from the Clerk on GDPR and agree the current course of action the Clerk is undertaking to ensure the Council will be compliant
29. To discuss the National Council Award Scheme and agree further action if necessary
30. To receive a report from the RFO regarding Investment of available Funds and agree further action if necessary (attached)
31. To discuss and agree to adopt the Training and Development Policy for Councillors and Staff (attached)
32. To discuss and agree Maltby Town Council producing draft minutes within 4 weeks of a Council meeting and uploading them on to the Council website prior to Council approval
33. To consider items from the National and Local County Associations:
34. Planning Lists Nos: 14-17
35. To consider items from the Yorkshire Local Councils Association and decide further action where necessary:
36. To consider grant applications and donations:
37. To discuss routine correspondence
 - Maltby Wood Lee Common and Craggs Meadow Steering Group
38. To receive an update from the Town Clerk (information only)
39. To notify the Town Clerk of matters for inclusion on a future agenda
40. To confirm the date and time of the next meeting as 7 June 2018, 6.30pm

¹ 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).