



Stalbridge Town Council Meetings

## Annual Town Council Meeting

### To all Town Councillors, Dorset Councillor & Members of the public and press

Dear member you are summoned to attend the Annual Meeting of the Town Council which will be held at The Hub on **15<sup>th</sup> May 2024 at 7.00pm** to consider the agenda items listed below.

Signed: Tracey Watson (Clerk)

**This Summons dated: 8<sup>th</sup> May 2024**

### Meeting Notes:

- **Members of the public wishing to attend are requested to advise the Clerk via telephone or e-mail prior to the meeting**
- Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, religion, belief or disability), Crime & Disorder, Health and Safety and Human Rights.

Members & Public can access the [Meetings papers](#) relevant to this meeting.

## MEETING AGENDA:

Open Forum: Please note: a period up to a maximum of fifteen minutes will be allowed for public comments and questions.

1. To elect a Chairman and receive the declaration of office.
2. To elect a Vice- Chairman and receive the declaration of office.
3. To receive apologies.
4. Declarations of interest. To receive declarations of interest and requests for dispensations (Please notify the Town Clerk prior to the meeting)
  - a) To grant dispensations for all Councillors to allow them to discuss and vote on the setting of the Precept to apply until May 2029.
5. To approve the minutes of the meetings - held on 17<sup>th</sup> April 2024
6. To receive the Dorset Councillors introductions.
7. Planning.
  - a) Recent planning decisions of Dorset Council
  - b) Report on responses to planning consultations
  - c) Appeals and matters of report from previous applications

- d) Members planning matters of report
8. Town Clerks report & Correspondence:
  9. Finance.
    - a) To receive a list of payments & receipts.
  10. Future Town Vision Project: To receive members portfolio reports.
    - a) Commerce.
    - b) Community Services.
    - c) Environment. K Garland – feedback from community speed watch call for volunteers
    - d) Estates.
    - e) Town Promotion, Heritage & Culture.
  11. Future Town Vision Project: To receive members portfolio proposals.
  12. To approve the amended co-option policy.
  13. Annual Town Council meeting business
    - a) Review of representation on or work with external bodies and arrangements for reporting back.
    - b) Review of delegation arrangements to committees, sub-committees, staff and other local authorities.
    - c) Review of the terms of reference for committees.
    - d) Appointment of members to existing committees.
    - e) Appointment of any new committees in accordance with standing order 4.
    - f) Approve the terms of reference for any new committees.
    - g) Review and adoption of appropriate standing orders and financial regulations.
    - h) Review of arrangements, including any charters and agency agreements, with other local authorities and review of contributions made to expenditure incurred by other local authorities.
    - i) Review of inventory of land and assets including buildings and office equipment.
    - j) Confirmation of arrangements for insurance cover in respect of all insured risks.
    - k) Review of the council's and/or staff subscriptions to other bodies.
    - l) Review of the council's complaints procedure.
    - m) Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.
    - n) Review of the council's policy for dealing with the press/media.
    - o) Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.
  14. Date of the Next meeting - The next Town Council meeting will be held on Wednesday 12<sup>th</sup> June 2024.