



## SHAFTESBURY TOWN COUNCIL

This is to advise you that Part II of the Council's **ANNUAL GENERAL MEETING** will take place on **Tuesday 21<sup>st</sup> May 2013 at 7.00pm** in the Council Chamber. All members are summoned to attend. There will be a ten minute public consultation period at the beginning and end of the meeting if members of the public are present and wish to speak. *All members of the Committee are summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder and are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: the three aims of the general duty of the Public Sector Equality Duty (eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010, advance equality of opportunity between people from different groups and foster good relations between people from different groups), Crime and Disorder, Health and Safety and Human Rights.*

.....  
Mrs Nicola Merefield – Chief Executive & Town Clerk  
14<sup>th</sup> May 2013

## A G E N D A

*Arrival of the Mayor*

### **2013/5 APOLOGIES FOR ABSENCE**

To receive, approve and note apologies for absence.

### **2013/6 DECLARATIONS OF ACCEPTANCE OF OFFICE**

Members are provided with the opportunity under the Localism Act 2011 to declare any pecuniary interests or dispensations to participate in the meeting.

### **2013/7 MINUTES (*circulated*)**

To approve the below listed minutes for:

Part 1) Accuracy

Part 2) Adoption and

Part 3) Consider recommendations and referrals:

A.	Planning and Highways Committee	9 <sup>th</sup> April 2013
B.	Extraordinary Full Council	16 <sup>th</sup> April 2013
C.	Recreation, Open Spaces & Environment Committee	16 <sup>th</sup> April 2013
D.	Community Services Committee	23 <sup>rd</sup> April 2013
E.	Extraordinary Full Council	23 <sup>rd</sup> April 2013
F.	Administration & Liaison Committee	30 <sup>th</sup> April 2013
G.	Planning and Highways Committee	2 <sup>nd</sup> May 2013

### **2013/8 STANDING COMMITTEES (*paper attached*)**

To appoint standing committees for the municipal year 2013/2014

### **2013/9 TOWN COUNCIL CONSTITUTION (*paper attached*)**

To adopt the Town Council Constitution for the municipal year 2013/2014

**2013/10 LOCAL ORGANISATIONS** (*paper attached*)

To appoint representatives to local organisations

**2013/11 ASSET REGISTER** (*paper attached*)

To receive inventory of land and assets including buildings and office equipment

**2013/12 INSPECTION OF DEEDS** (*paper attached*)

To confirm that Mayor and Deputy Mayor 2013/2014 have inspected the town council deeds

**2013/13 ANNUAL SUBSCRIPTIONS** (*paper attached*)

To resolve annual subscriptions for the municipal year 2013/2014

**2013/14 BANK SIGNATORIES** (*paper attached*)

To confirm bank signatories for 2013/2014

**2013/15 CALENDAR OF MEETINGS** (*paper attached*)

To adopt calendar of meetings 2013/2014

**2013/16 MEMBERS ALLOWANCES / EXPENSES** (*paper attached*)

To receive report on members' allowances and expenses claimed year ending 31<sup>st</sup> March 2013.

**2013/17 MEMBERS RECORD OF ATTENDANCE** (*paper attached*)

To receive report on members attendance at council and committee meetings municipal year ending May 1<sup>st</sup> 2013

**2013/18 TOWN HALL KEYHOLDERS** (*paper attached*)

To appoint keyholders for 2013/2014

**2013/19 TOWN COUNCIL INSURANCE** (*paper attached*)

To receive report on the town council insurance and resolve accordingly.