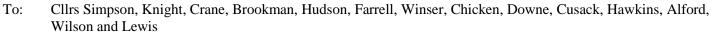
HUNGERFORD TOWN COUNCIL

The Mayor Cllr Helen Simpson 57 Fairview Road Hungerford Berkshire RG17 0BP Tel: 07920 110380 Cllr.helen.simpson@hungerford-tc.gov.uk

30th April 2019



To District Cllrs, Sgt Matt Tulett, D Benneyworth, D Gaines

You are summoned to an **Annual Meeting of the Full Council** to be held on **Tuesday 7th May 2019 at 7 pm** in the Corn Exchange Complex, Hungerford.

Part of the business but prior to the above will be the **Finance & General Purposes Committee 6.45 pm** to sign cheques.

At 7.00pm there will be a presentation by the Police following by a short update from Hungerford Nursery

The meeting is open to press and public. At 7.10 pm there will be a public forum to allow questions from the electors.

Note: Acceptance of office forms need to be received by the Clerk prior to this meeting.

Mrs Claire Barnes, Town Clerk

AGENDA

1. Propose election of,

- Mayor
- Deputy Mayor
- Chair of F&GP
- Deputy Chair of F&GP
- 2. Note apologies for absence
- 3. Declarations of interest and signing of dispensations
- 4. Approval of Minutes of the meeting of the Full Council meeting of 1st April 2019, and Extraordinary Part 2 meeting of 12th March 2019 and outcome of actions
- 5. Welcome to new councillors
- 6. Option to fill remaining vacancy by co-option
- 7. Mayor's Diary To receive a report for past month.
- 8. District Councillor's Reports
- 9. Hungerford 2036 Receive a report from the Project Team
- **10.** Committee reports (no more than 3 minutes per report)

R&A F&GP T&E E&P H&T



The Town Clerk Mrs Claire Barnes The Library Church Street Hungerford Berkshire RG17 0JG Tel: 01488 686195 townclerk@hungerford-tc.gov.uk www.hungerford-tc.gov.uk

11. Finance –

- a) Propose authorisation of cheque run payments (circulated) for last month
- b) Propose 31st March 2019 Final Budget/Actual accounts refer to circulated Income/Expenditure Report
- c) Note the change in total assets to $\pounds 843,964$ as at 31^{st} March 2019
- d) Review the Annual Internal Audit Report 2018/2019 and propose acceptance
- e) To Approve Section 1 of Annual Governance Statement 2018/19 and propose approval
- f) To Approve Section 2 Accounting Statements 2018/19 and propose approval

12. Annual business of the council (as per standing orders)

- Propose the Council meets the conditions to exercise the General Power of Competence
- **Propose agreement of standing orders which includes council's complaints procedure** (refer to website)
- Propose agreement of financial regulations (refer to website)
- Propose agreement of Code of Conduct (refer to website)
- Propose agreement of Co-option Policy (refer to website)
- Propose agreement of HTC's policy for dealing with social media (refer to website)

- Propose agreement of inventory of land and assets including buildings and office equipment (refer to website)

- Propose agreement of HTC or staff subscriptions to other bodies; NALC etc. (circulated)
- Propose agreement of Terms of Reference (circulated)
- Propose appointment of members to existing committees and external bodies including another appointment to Hungerford & Camburn (circulated)
- Confirm arrangements for insurance cover in respect of all insured risks (3-year agreement ends 2020)

- Determine the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council

- Propose agreement of council's policies, procedures and practices in respect of its obligations under freedom of information and general data protection regulations (refer to website for data protection policy, privacy statement and publication policy). IT Policy also circulated in draft form for agreement at F&GP.

13. Any other Reports (3 minutes each) not to include any proposals