



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES . CHURCH STREET . LEDBURY
HEREFORDSHIRE HR8 1DH . Tel. (01531) 632306 Fax (01531) 631193
e-mail: admin@ledburytowncouncil.gov.uk website: www.ledburytowncouncil.gov.uk

To: All members of Ledbury Town Council

Dear Member,

NOTICE IS HEREBY GIVEN that **The Annual Meeting** of the **Ledbury Town Council** will be held in **The Market House** on **Thursday 14th May, 2015** starting at **7.30pm**. All members are summoned to attend. The business to be transacted is set out in the agenda, which is detailed below.

Note: Each councillor must make his or her declaration of acceptance of office at or before the Annual Council meeting commences.

AGENDA

1. To elect the Town Mayor for 2015/16.¹
The Town Mayor will then make the statutory declaration of acceptance of office and address the Council with his/her opening remarks.
2. To elect the Deputy Town Mayor for 2015/16.
3. To receive apologies for absence.
4. To receive declarations of interest.
Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Ledbury Town Council Code of Conduct for Members and by the Localism Act 2011.
5. To consider any written requests for new Disclosable Pecuniary Interest dispensations.
6. Public Participation
Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. The period of time, which is at the Chairman's discretion, for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than five minutes. Questions/comments shall be directed to the Chairman.
7. To approve the Minutes of the meeting held on 23rd April 2015, as a correct record.
Copy herewith
8. Vote of Thanks for 2014/15 Town Mayor and presentation of Past Mayor's insignia.

¹ The Local Government Act 1972 states that the election of a Chairman and Vice Chairman should be the first items on the agenda.

9. To consider seeking quotes for an Internal Auditor for 2015/16.
10. a) Review and confirmation of Committees and their functions. **E.1**
NB: Discussion on the possible new system to be initially discussed at the new council training session on Saturday 16th May 2015.
- b) To appoint members to serve on Committees. **E.2**
(NB Please return tear-off slip to the office before the day of the meeting)
11. To appoint Council Representatives to serve on Outside Bodies. **E.3**
12. To approve the cycle of meetings for 2015/16. **E.4**

KJM

Mrs K. J. Mitchell
Clerk to the Council
8th May 2015
Tel: 01531 632306

Members of the public and the Press are welcome to attend this meeting.
Members of the public are allowed to film or record meetings to which they are permitted access.
Meetings or parts of meetings from which the public and press are excluded may not be filmed or recorded.
www.ledburytowncouncil.gov.uk