



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 Community Hall** on **Thursday 12th May, 2016** 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.

AGENDA

1. To elect the Town Mayor for 2016/17.¹
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 2016/17.
3. To receive apologies for absence.
4. To receive any declarations of interest and written requests for dispensations.
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. 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.
6.
 - a) To approve the Minutes of the meeting held on 7th April 2016, as a correct record. **Copy herewith**
 - b) To approve the Minutes of the Extraordinary Full Council meeting held on 5th May 2016, as a correct record. **Copy to follow**
7.
 - a) Vote of Thanks for 2015/16 Town Mayor and presentation of Past Mayor's insignia.
 - b) Retiring Town Mayor's response and closing remarks.

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

8. a) Review and confirmation of Committees and their functions. **E.1**
NB: Consideration of the possible new system currently under review.
- b) To appoint members to serve on Committees.
(NB Please return tear-off slip to the office before the day of the meeting)
- c) To elect i) the Chairman, and ii) the Vice Chairman of the appointed Committees.
9. To adopt Standing Orders *(Please contact the office if you require a copy)*
10. To adopt Financial Regulations. *(Please contact the office if you require a copy)*
11. To appoint Council Representatives to serve on Outside Bodies. **E.2**
12. To approve the cycle of meetings for 2016/17.
(copy previously circulated - please contact the office if you require a hard copy).
13. To consider any recommendations from The Queen's 90th Birthday Celebrations Task and Finish Group.
14. Neighbourhood Development Plan
To note the report from the joint Communications & Consultation Group & Policies Group meeting held on 3rd May, 2016 and to consider any recommendations contained therein. **Copy herewith**
15. To consider invoices for payment. **E.3**
16. To consider submitting a Code of Conduct complaint against a Ledbury Town Councillor concerning behaviour likely to bring the Council into disrepute.



Mrs K. J. Mitchell
Clerk to the Council
6th May 2016
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.

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