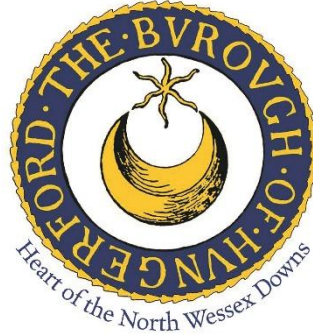


# HUNGERFORD TOWN COUNCIL

The Mayor  
The Library  
Church Street  
Hungerford  
RG17 0JG



The Town Clerk  
Mrs Claire Barnes  
The Library  
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28<sup>th</sup> April 2026

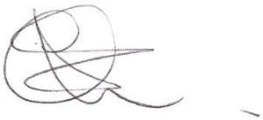
To: Cllrs Keates, Hall, Mulholland, Hudson, Brunning, Day, Alford, Fyfe, Carlson, Armstrong, Cole, Reeves and Terry.  
To District Cllrs, Police and press

You are summoned to an **Annual Meeting of the Full Council** to be held on **Tuesday 5<sup>th</sup> May 2026 at 7 pm** in the **Library, Hungerford**

## The meeting is open to press and public.

At **7.00 pm** there will be a **public forum** to allow questions from the electors

*Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda, providing they do so within the 15 minutes allotted time period (limited to 3 minutes per speaker) given at the beginning of each meeting. **Any questions should be submitted in advance by 2pm on the day of the meeting.** Public will not be permitted to interrupt, question or participate at any other point during the meeting unless invited to do so by the Chair. Timings will be at the discretion of the Chair.*



Mrs Claire Barnes, Town Clerk

## AGENDA

- FC20260064** Propose election of Mayor and Deputy Mayor and receive the signed acceptance of office forms.
- FC20260065** Note apologies for absence.
- FC20260066** **Declarations of interest and signing of any dispensations.** Members are reminded to notify the office of any change to disclosable interests or a new interest within 28 days of becoming aware of it. Each member should ensure they have signed a dispensation in respect of Council tax discussions.
- FC20260067** **Propose amendment to standing orders:**
- Item 4k, to include election of the Chairs and Deputy Chairs of all committees to be carried out at the annual meeting of the council.
  - Item 17e, to provide draft AGAR 7 days in advance of the annual meeting

- FC20260068**      **Propose election of the Chairs and Deputies of all committees and receive signed acceptance of office forms where required.**
- FC20260069**      **Appointment of members to existing committees and external bodies** – Confirm appointment as set out in the schedule. Any alterations to be noted.
- FC20260070**      **Approval of Minutes of the Full Council meeting of 7<sup>th</sup> April 2026, and of the Extraordinary meeting of 13<sup>th</sup> April 2026 and outcome of actions.**
- FC20260071**      **Receive incoming Mayor’s Report.** Refer to circulated report.
- FC20260072**      **Receive District Councillor’s Reports.**
- FC20260073**      **Health & Safety** – Receive any complaints or concerns.
- FC20260074**      **Propose authorisation of payment run** (circulated along with copies of invoices) for April and
- FC20260075**      **Approve the use of BACS and Direct Debits for payments and approve the current Direct Debit list** as required in our financial regulations, refer to details circulated
- FC20260076**      **Propose 2025-26 year-end budget/accounts** – Refer to circulated Income/Expenditure Report and agree year end transfers
- FC20260077**      **Propose delegation of review of the following policies to Finance & General Purposes committee to be brought back to future full council for ratification;** Financial Regulations and Risk Management Policy
- FC20260078**      **Note the dates for the period of the exercise of public rights** are 3<sup>rd</sup> June 2026 to 14<sup>th</sup> July 2026 and the publication date on town council website will be Tuesday 2<sup>nd</sup> June 2026.
- FC20260079**      **Propose the review of effectiveness of our system of internal control** – Refer to circulated document
- FC20260080**      **Annual Governance and Accountability Return.** Propose acceptance of Section 1 of Annual Governance Statement 2025-26 and acceptance of Section 2 Accounting statements 2025-26.
- FC20260081**      **Asset Register** – Approve the register of assets and note the total year-end figure £509,134.
- FC20260082**      **Calendar of Meetings** – To agree Full Council and Committee meetings will continue to be held in the library building for the forthcoming year. Dates of the meetings can be found on our website.
- FC20260083**      **Appointment of HTC or staff subscriptions to other bodies** – Confirm appointment as set out in the schedule. Any alterations to be noted.
- FC20260084**      **Receive any reports** (no more than 3 minutes per report and not to include any proposals).