

HUNGERFORD TOWN COUNCIL

The Mayor
Cllr Helen Simpson
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The Town Clerk
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9th May 2023

To: Cllrs Simpson, Knight, Hudson, Winsor, Alford, Lewis, Fyfe, Yakar-Wells, Schlanker, Keates, Carlson, Greenwell, Cusack, Cole and Armstrong
To District Cllrs, Police and press

You are summoned to an **Annual Meeting of the Full Council** to be held on **Monday 15th May 2023 at 7 pm** in the **Library, Church St, Hungerford**.

The meeting is open to press and public.

At **7.00pm a Police report** will be read out by the Mayor. At **7.05 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

- FC20230070 Propose election of: -**
- Mayor
 - Deputy Mayor
 - Chair of Finance & General Purposes
 - Deputy Chair of Finance & General Purposes
- Signing of acceptance of declaration of office**
- FC20230071 Note apologies for absence.**
- FC20230072 Declarations of interest and signing of any dispensations.**
- FC20230073 Approval of Minutes of the meeting of the Full Council of 3rd April 2023, and outcome of actions**
- FC20230074 Welcome to new councillors and district councillors.**
- FC20230075 Receive Mayor's Report for past month.**
- FC20230076 Receive District Councillor's Reports.**
- FC20230077 Hungerford 2036 – Receive a report from the Project Team (Cllr Hudson)**

- FC20230078 Youth Council – Receive a report (Cllr Alford)**
- FC20230079 Receive any Committee reports (no more than 3 minutes per report)**
- FC20230080 Propose authorisation of payment run and income and expenditure report.** (circulated along with copies of invoices for April)
- FC20230081 Note the External Audit report for 2021-22 and propose acceptance.** (circulated)
- FC20230082 Propose additional expenditure for the Croft Field Centre renovation (refer to report)**
- Annual business of the council (as per standing orders and financial regulations)**
- FC20230083 Propose 31st March 2023 Final Budget/Actual Accounts – refer to circulated**
Income/Expenditure Report
- FC20230084 Note the change in total assets as at 31st March 2023**
- FC20230085 To note as required by our audit that;** the dates for the period of the exercise of public rights are Monday 3rd July 2023 to Friday 11th August 2023 and the publication date of the notice on the town council’s website and on the noticeboard will be Friday 30th June 2023.
- FC20230086 Review the Annual Internal Audit Report 2022-2023 and propose acceptance.** (circulated)
- FC20230087 To Approve Section 1 of Annual Governance Statement 2022-2023 and propose approval.**
- FC20230088 To Approve Section 2 Accounting Statements 2022-2023 and propose approval.**
- FC20230089 Approval of the use of BACS for payments and the use of variable direct debit for payment of utility supplies.**
- FC20230090 Propose the Council meets the conditions to exercise the General Power of Competence**
- FC20230091 To review and confirm bank signing arrangements.**
- FC20230092 Propose agreement of financial regulations with recommended amendment (circulated)**
- FC20230093 Propose agreement of standing orders (refer to website)**
- FC20230094 Propose agreement of Code of Conduct (refer to website)**
- FC20230095 Propose agreement of Co-option Policy (refer to website)**
- FC20230096 Propose agreement of HTC’s policy for dealing with social media (refer to website)**
- FC20230097 Propose agreement of Terms of Reference (refer to website)**
- FC20230098 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).**
- FC20230099 Propose agreement of HTC or staff subscriptions to other bodies; NALC etc.** (circulated)
- FC20230100 Propose appointment of members to existing committees and external bodies (circulated)**
- FC20230101 Confirm arrangements for insurance cover in respect of all insured risks.** (circulated)
- FC20230102 Determine the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.**
- FC20230103 Health & Safety – To note any complaints or concerns.**
- FC20230104 Any other Reports (3 minutes each) not to include any proposals.**