

Monmouth Town Council

Shire Hall
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Monmouth
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To the Mayor and Members of Monmouth Town Council

**You are summoned to attend the
Annual Meeting**

to be held on

Monday 13th May 2013

at 7.00pm at The Shire Hall, Monmouth

for the purpose of transacting the following business:

Mrs S James, Town Clerk Dated: 7th May 2013

AGENDA

- 1. To elect the Mayor (Chair) of the Town Council**
 - 2. New Mayor installation and Acceptance of Office**
 - 3. To elect the Deputy Mayor**
- Blessing to be given by Rev. Catherine Haynes**
- 4. To confirm all Councillors have signed the declaration of acceptance of office and code of conduct**
 - 5. To receive declarations of interest in items on the agenda**
 - 6. To appoint and confirm Town Councillors as representatives to outside bodies (details attached separately)**
 - 7. To appoint and confirm members of committees**
 - 8. To confirm the assets list**
 - 9. To receive apologies for absence**

- 10. To confirm and sign the minutes of the meeting held on Monday 22nd April 2013.**
- 11. To receive the Clerk's Report**
- 12. To receive correspondence that the Mayor wishes to place before the Council**
- 13. To answer questions from Councillors (see Standing Orders 9.1)**
- 14. To note the reports, including Annual Committee reports, and minutes of the council's committees and outside bodies:**
 - a Planning Committee**
 - b Environmental Affairs Committee**
 - c Community Affairs Committee**
 - d Finance & Policy Committee**
 - e CSATS Committee**
 - f Monmouth Partnership Forum**
 - g Vision Monmouth**
 - h Central Monmouthshire Area Committee**
 - i Others**
- 15. To review and confirm Member's attendance at meetings.**
- 16. To receive questions from members of the public for a maximum of 10 minutes**
- 17. Items for discussion for future meetings**
- 18. To confirm date of next meeting.**

Monday 3rd June 2013

For further background information or an explanation of any of the information provided, please contact the Town Clerk on receipt of this agenda. Please also contact the Town Clerk if you foresee any problems with any of the agenda items; if possible these will then be resolved before the meeting.