

# MONMOUTH TOWN COUNCIL

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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 9 May 2016 at 7.00pm at The Shire Hall, Monmouth**

**for the purpose of transacting the following business:**

**Mrs J Lloyd On behalf of the Town Council, Dated: Tuesday 3 May 2016**

**AGENDA**

- 1. To elect the Mayor (Chair) of the Town Council for the forthcoming year.**
- 2. New Mayor Installation and acceptance of Office.**
- 3. To elect the Deputy Mayor for the forthcoming year.**

**The Blessing will be given by Father David McGladdery.**

- 4. To receive declarations of interest in items on the agenda.**
- 5. To receive apologies for absence.**
- 6. To confirm and sign the minutes of the meeting held on Monday 11 April 2016 and the Pink Paper minutes of Monday 11 April 2016.**
- 7. To appoint members to serve on various Outside Groups and Outside Organisations. (See schedule attached) **Enc: 1.****
- 8. To appoint members to serve on Committees of the Council. (See schedule attached) **Enc: 2.****
- 9. To confirm meeting dates 2016/2017 (Listed separately) **Enc: 3.****
- 10. To confirm the assets list. (See schedule attached) **Enc: 4.****

11. To receive questions from members of the public for a maximum of 10 minutes.
12. To receive the Office report (for information only).
13. To receive correspondence that the Mayor wishes to place before the Council. **Enc: 5.**
14. **To answer questions from Councillors.**  
*(Standing Orders 9: A member may ask the Mayor, the chairmen of Council Committees or the Clerk any question concerning the business of the Council, provided notice is submitted to The Clerk in writing two working days prior to the meeting, and the response will be printed within the minutes of the meeting. Every question shall be put and answered without discussion. Answers to verbal questions put to the Mayor, Chairmen of committees or the Town Clerk may be deferred until no later than the next meeting. No supplementary questions will be allowed.)*
15. **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
  - f Monmouth Partnership Forum
  - g Vision Monmouth
  - h Central Monmouthshire Area Committee
  - i Neighbourhood Plan
  - j Others:
16. To confirm the preliminary date for the Civic Service as Sunday 10 July 2016.
17. To consider and make a decision for a presentation to Mr Mike Brown former Macebearer.
18. To confirm Mrs Jane Lloyd as the Proper Officer as agreed at Full Council meeting of 11 April 2016 during the absence of the Town Clerk.
19. To review the Member's attendance summary of committee meetings. **Enc: 6.**
20. To note the Mayors engagements 2015/2016. **Enc: 7**
21. Items for discussion for future meetings.
22. **To confirm the date of the next meeting.**

Monday 20 June 2016 at 7.00pm Shire Hall, Monmouth.

*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.*