

9 May 2017

Dear Sir/Madam,

I hereby summon you to attend the Annual Meeting of the Town Council to be held in the Town Hall, South Molton on Tuesday 16 May 2017 at 7.00pm.

Yours faithfully,

Andrew C. Coates  
Town Clerk

---

### AGENDA

1. Prayers.
2. **NOMINATION AND APPOINTMENT OF MAYOR FOR 2017/2018 MUNICIPAL YEAR**
3. **DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN/MAYOR**
4. **NOMINATION AND APPOINTMENT OF DEPUTY MAYOR FOR THE 2017/2018 MUNICIPAL YEAR**
5. Apologies for absence.
6. Chairman's announcements.
- 7.. Declarations of Interest.
8. **APPOINTMENT OF COMMITTEES**
  - a) (i) **Planning Committee**

	<b>2016/2017 Membership (for information)</b>
	Cllrs Bushell, Cornelius, C. Lock, S. Moore, Worden, Yeo & Mayor ex officio
(ii)	Election of Chairman Cornelius
(iii)	Election of Vice Chairman Bushell

Continued ...

ANNUAL MEETING OF TOWN COUNCIL  
16 May 2017

- b) (i) **Finance Committee** Cllrs Bushell, Cornelius, Foster, Goodman, Kingdon, Lewis, C. Lock, Way, & Mayor ex officio
- (ii) Election of Chairman Way
- (iii) Election of Vice Chairman C. Lock
- c) (i) **Staff Committee** Cllrs Cornelius, Goodman, Kingdon, C., Lock, Moore, Way & Mayor ex officio.
- (ii) Election of Chairman Kingdon
- Election of Vice Chairman Moore
- NB: The Chairman and Vice-Chairman of the following Sub-Committees and Working Groups are elected at their first meeting of the Municipal Year.
- d) **Amenity Areas Sub-Committee** Cllrs Bushell, Cornelius, Foster, Kingdon, Lewis, Moore, Way, Worden, Yeo & Mayor ex officio
- e) **Policy, Procedures & Strategy Sub-Committee** Cllrs Cornelius, Foster, C. Lock, Moore, Worden & Mayor ex officio
- f) **Swimming Pool Group** Cllrs Bushell, Cornelius, Moore, Way & Worden
- g) **Queens Birthday Working Party** Cllrs Bushell, Goodman & Yeo
- h) **Neighbourhood Plan Steering Group** Cllrs Bushell, Cornelius, Foster, Worden & Yeo
9. **TO CONSIDER THE POWERS OF COMMITTEES**  
The Clerk is recommending that the Planning, Finance and Staff Committees and the Amenity Areas and Policy, Procedures & Strategy Sub-Committees be given full powers to act and that all other Sub-Committees, Working Parties and Steering Groups should make recommendations to the full Town Council.
10. **MEMBERS TO WHOM TOWN CLERK CAN REFER IN MATTERS OF URGENCY**  
At present these are the Mayor, Deputy Mayor and the Chairman of the Finance Committee.

Continued ...

ANNUAL MEETING OF TOWN COUNCIL  
16 May 2017

11. **APPOINTMENT OF REPRESENTATIVES**      **2016/2017 Representatives  
(for information)**
- |   |  |
|---|--|
| South Molton Tourist Association                                    | Cllr Worden  |
| Devon Association of Local Councils – Larger Council Sub-Committee  | Cllr Goodman, in his absence Cllr Bushell  |
| South Molton Twinning Association                                   | Cllr Lewis   |
| South Molton Business Association                                   | Cllrs Bushell, Goodman & Moore   |
| Crime Prevention Panel  | Cllrs Bushell, S. Lock, Worden   |
| Tree Warden   | Cllr Foster  |
| South Molton Municipal Charities (Trustees)                         | Mr M.Smale<br>Mr S. White<br>Cllr Way<br>Cllr S. Lock<br>Cllr Kingdon<br>Cllr Foster |
| Pathfields Business Forum   |  |
| Friends of Community Woodland Group                                 |  |
| South Molton Community Sports & Physical Activity Network (SMCSPAN) | Cllrs Bushell & Worden   |
| Royal British Legion – South Molton Branch                          | Mr A. Coates   |
| South Molton and District Museum Management Group                   | Cllr C Lock & Kingdon  |
| South Molton Cottage Homes Trustees                                 | Mr S. White & Mr C. Squire (No appointment necessary until May 2018)                 |
| The PIP Centre  | Cllr Goodman   |
| The South Molton & District Licensees Association                   | Cllr Moore   |
| South Molton & District Volunteer Bureau                            | Cllr Foster  |

12. **CONFIDENTIAL ITEM**

END

---