

2 May 2018

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 8 May 2018 at 7.00pm.

Yours faithfully,

Andrew C. Coates
Town Clerk

AGENDA

1. Prayers.
2. **NOMINATION AND APPOINTMENT OF MAYOR FOR 2018/2019 MUNICIPAL YEAR**
3. **DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN/MAYOR**
4. **NOMINATION AND APPOINTMENT OF DEPUTY MAYOR FOR THE 2018/2019 MUNICIPAL YEAR**
5. Apologies for absence.
6. Chairman's announcements.
- 7.. Declarations of Interest.
8. **APPOINTMENT OF COMMITTEES**
 - a) (i) **Planning Committee**

	2017/2018 Membership (for information)
	Cllrs Bushell, Cornelius, S. Lock, Moore, Worden, Yeo & Mayor ex officio
(ii) Election of Chairman	Cornelius
(iii) Election of Vice Chairman	Bushell

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ANNUAL MEETING OF TOWN COUNCIL
8 May 2018

- b) (i) **Finance Committee** Cllrs Bushell, Cornelius, Foster, Goodman, Kingdon, Lewis, S. Lock, Way, & Mayor ex officio
- (ii) Election of Chairman Way
- (iii) Election of Vice Chairman Kingdon
- c) (i) **Staff Committee** Cllrs Cornelius, Goodman, Kingdon, S. 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) **Estates & 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, S. Lock, Moore, Worden & Mayor ex officio
- f) **Swimming Pool Group** Cllrs Bushell, Cornelius, Moore, Way & Worden
- g) **Arts Council Working Group** Cllrs Bushell, Cornelius, S. Lock & Worden
- h) **Neighbourhood Plan Steering Group** Cllrs Bushell, Cornelius, Foster, Worden & Yeo
- i) **Pannier Market Sub-Committee** Cllrs Cornelius, Footman, C. Lock, S. Lock, Worden & Two Reps from each of Thursday & Saturday Markets

9. **TO CONSIDER THE POWERS OF COMMITTEES**

The Clerk is recommending that the Planning, Finance and Staff Committees and the Estates & 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.

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ANNUAL MEETING OF TOWN COUNCIL
8 May 2018

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.

11. **APPOINTMENT OF REPRESENTATIVES**

**2017/2018 Representatives
(for information)**

Visitor Information Centre	Cllr Worden
Devon Association of Local Councils – Larger Council Sub-Committee	Cllr Foster & Town Clerk
South Molton Business Association	Cllrs Bushell, Cornelius & Moore
Crime Prevention Panel	Cllrs Bushell, Cornelius & Worden
Tree Warden	Cllr Foster
South Molton Municipal Charities (Trustees)	Mr M.Smale Mr S. White Cllr Way Cllr S. Lock Cllr Kingdon
Pathfields Business Forum	Cllr Foster
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
The PIP Centre	Cllr Goodman
The South Molton & District Licensees Association	Cllr Moore
Shop Unique Shop Local	.

END
