

CAB/ER/HTC/ATCM

11th May 2018

Dear Sir/Madam

Annual Meeting of the Town Council

You are hereby summonsed to attend the Annual Meeting of the Council which will be held in the Dining Room at The Guildhall, Hadleigh on Thursday 17th May 2018 at 7.30pm for the purpose of transacting the business set out on the Agenda below.

Yours faithfully

MRS C.A. BAILEY
Town Clerk

A G E N D A

1. To elect a Town Mayor to serve until the next Annual Meeting of the Council and to accept their notice of declaration of acceptance of office.

At this point there will be a short adjournment to allow the new Mayor to be robed and photographed.

The Mayor will thank and present the outgoing Mayor with a past medal jewel.

2. To elect a Deputy Town Mayor to serve until the next Annual Meeting of the Council and to accept their notice of declaration of acceptance of office.

3. To receive apologies for absence and accept notified reasons.
4. To receive any Declarations of Interest
5. Report from outgoing Town Mayor (Councillor Free)
6. To determine the composition, powers and appointment of Committees for the ensuing year (details of Councillors preferences available at meeting).
7. Representatives – To appoint/confirm representatives to outside bodies to serve for the year including Town Council Trustees on the following charities:
Franey, Rand and Pest House Charities
Hadleigh Grand Feoffment Charity
Alabaster Charity
8. To approve and confirm the Minutes of the Meeting of the Council held on the 19th April 2018 and to consider any matters arising therefrom.

At this point the meeting will be adjourned for a period not exceeding 15 minutes. During this period members of the public may ask questions, questions of which notice has been given will be given priority.

9. Policing – to discuss matters affecting the town
10. To receive such communications as the Town Mayor may wish to put before the Council.
11. To answer questions pursuant to Standing Order No. 24.
12. Accounts for Payment – to authorise payment of outstanding accounts (draft schedule enclosed for Councillors)
13. Reports – to agree arrangements for reports at future meetings from Police, County and District Councillors.
14. Planning Committee - to note the Minutes of the Meeting held on the 3rd May 2018 (copy enclosed).
15. Sports & Open Spaces Committee – to note Report of the Meeting held on the 10th May 2018 (copy to be tabled) and to consider any recommendations contained therein.
16. Annual Town Meeting – to receive verbal report of the public meeting held on the 24th April 2018.

17. Town Council Agenda – to discuss the suggestion made that the public adjournment be moved to the end of Agenda's
18. General Data Protection Regulation – to receive a verbal report from Councillor Cook.
19. Neighbourhood Plan – to discuss this matter.
20. Town Matters – to receive issues relating to the Town submitted to the Town Clerk by close of business on the Wednesday prior to the Town Council Meeting.
21. Circulars and Reports – to note receipt of the papers as listed below:-
 - Hadleigh Community News (May 2018)
 - In Touch Magazine (May 2018)
 - The Clerk Magazine (May 2018)
 - Field Notes Magazine (Spring/Summer 2017)
 - Clerks & Councils Direct Magazine (May 2018, Issue 117)
 - Local Councils Update (May 2018)

Cllrs: Free, Town Mayor, Matthews, Deputy Town Mayor, Angland, Byrne, Cook, Fraser, Haines, Haylock, Monks, Ruddy, Shearly-Sanders, Sheldrick, Wiltshire and Young