

Dated this 7th May 2019

To the Chairperson & Members of the Town Council.

You are summoned to attend the Annual Meeting of the Town Council to be held on Thursday 16th May 2019, commencing at 7:00 p.m. in The Arncliffe Sports and Community Centre, Arncliffe Road, Halewood, L25 9PA.

George MacKenzie

GEORGE MACKENZIE – TOWN MANAGER

AGENDA

1. Chairperson of the Town Council

- a. To elect the Chairperson of the Town Council for 2019-2020, and
- b. to receive the Chairperson's Declaration of Acceptance of Office.

2. Presentation to the Out-Going Chairperson for 2019-2020.

3. Apologies.

To record received apologies

4. Vice-Chairperson of the Town Council

To appoint the Vice - Chairperson of the Town Council for 2019-2020.

5. Minutes.

- a. To approve, and sign the minutes of the Town Council Meeting held on 21st March 2019.
- b. To approve, and sign the minutes of the Special Meeting of the Town Council held on 28th March 2019.
- c. To approve, and sign the minutes of the Special Meeting of the Town Council held on 16th April.

6. Town Council Governance

a. Terms of Reference

To adopt the attached documents, previously distributed and reviewed at the Special Meeting of the Town Council held on 16th April 2019:

- Standing Orders
- Members' Code of Conduct
- Financial Regulations

b. Meeting Cycle for 2019-2020

To adopt the Meeting Cycle for 2019 - 2020.

c. Authorised Signatories

To appoint the signatories to the Town Council's Bank Account.

7. Representation on Outside Bodies 2019-2020

To appoint representatives, (and a nominated deputy in case of absence), to serve on the under-mentioned outside bodies.

- Liverpool Airport Consultative Committee (1)
- St Mary's Day Centre (1)
- Merseyside Association of Local Councils (MALC) (2)
- Lancashire Association of Local Councils (LALC) (3)
- Culturefest Steering Group (3)
- Co-Operative Council's Innovation Network (1)
- Halewood Children's Centres (1)

8. Power of Competence 2019

To receive a report from the Town Manager and consider recommendations.

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SUBJECT TO CONFIRMATION:

The next scheduled meeting of the Town Council is due to take place on Thursday 20th June 2019 at The Arncliffe Sports and Community Centre, Arncliffe Road, Halewood, Liverpool, L25 9PA at 7:00p.m.