

Dated this 7th May 2021

To the Chairperson & Members of the Town Council.

You are summoned to attend the Annual Meeting of the Town Council to be held at The Arncliffe Centre on Thursday 13th May 2021, commencing at 7:00 p.m.

Gerry Allen
GERRY ALLEN – TOWN MANAGER

AGENDA

1. Mayor and Chair of the Town Council

- a. To elect the Mayor and Chair of the Town Council for 2021-2022, and
- b. To receive the Chair's Declaration of Acceptance of Office.

2. Statement from the new Mayor for 2021-2022.

3. Apologies.

To record received apologies

4. Vice-Chair of the Town Council

To appoint the Vice - Chair of the Town Council for 2021-2022.

5. Chair of the Policy & Finance Committee

To appoint the Chair of the Policy & Finance Committee for 2021-22
To appoint the Chair of the Policy & Finance Committee for 2021-22

6. Minutes.

To approve and sign the minutes of the Annual Meeting of the Town Council held 22nd April 2021.

7. Town Council Governance

a. Terms of Reference

To confirm the continued use of the key governance documents.

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

b. Meeting Cycle for 2021-2022

To adopt the Meeting Cycle for 2021 - 2022 as indicated on the attached schedule.

c. Authorised Signatories

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

8. Representation on Outside Bodies 2021-2022

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

- Liverpool Airport Consultative Committee (2)
- Merseyside Association of Local Councils (MALC) (2)
- Lancashire Association of Local Councils (LALC) (2)
- Culturefest Steering Group (2)
- Co-operative Council's Innovation Network (1)

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Exempt Items

That under Section 100(A) of the Local Government Act 1972, the public be excluded for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of part 1 of Schedule 12A to the Ac

9. Emergency Item – Defibrillator for The Arncliffe Centre Staffing Report

To receive a report from the Town Manager and consider recommendations. (Green paper)

SUBJECT TO CONFIRMATION:

The next scheduled meeting of the Town Council is due to take place on Thursday 17th June 2021.