

Dated this 4th May 2023

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 11th May 2023, commencing at 7:00 p.m. in The Arncliffe Sports and Community Centre, Arncliffe Road, Halewood, L25 9PA.

Gerry Allen
GERRY ALLEN – TOWN CLERK

AGENDA

1. Chairperson of the Town Council

- a. To elect the Mayor and Chairperson of the Town Council for 2023-2024, and
- b. to receive the Mayor's Declaration of Acceptance of Office.

2. Presentation to the Outgoing Mayor for 2022-2023.

3. Apologies.

4. Vice-Chairperson of the Town Council

To appoint the Deputy Mayor and Vice-Chairperson of the Town Council for 2023-2024.

5. Town Council Governance

- a. To Approve the following constitutional documents for 2023/24 distributed to Councillors.
 - Standing Orders
 - Members' Code of Conduct
 - Financial Regulations
- b. To Approve Terms of Reference for the Following Committees
 - Policy, Staffing & HR Committee
 - Finance & General Purposes Committee
- c. Election of Members to the Committees
 - Policy, Staffing & HR Committee (Minimum of 6 Councillors)
 - Finance & General Purposes Committee (Minimum of 6 Councillors)
- d. Meeting Cycle for 2023-2024

To adopt the Meeting Cycle for 2023-2024 as indicated on the attached schedule.

e. Authorised Signatories

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

6. To approve affiliation to the following external bodies:

- National Association of Local Councils (MALC)
- Lancashire Association of Local Councils (LALC)
- Merseyside Association of Local Councils (MALC)
- Society of Local Council Clerks – Clerk's Annual Subscription
- The Cooperative Councils Innovation Network (CCIN)
- (New) The Civic Voice Society

7. Representation on Outside Bodies 2023-2024

To appoint representatives to serve on the under-mentioned outside bodies. (A copy of the appointments for 2022-2023 with supporting information about each body is attached for Members' information).

- Liverpool Airport Consultative Committee (1)
- 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)

8. Power of Competence 2023

To receive the attached 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 15th June 2023 at The Arncliffe Sports and Community Centre, Arncliffe Road, Halewood, Liverpool, L25 9PA at 7:00p.m.