



# BOGNOR REGIS TOWN COUNCIL

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Dear Sir/Madam,

## **ANNUAL MEETING OF THE TOWN COUNCIL OF BOGNOR REGIS**

I hereby give you Notice that the Annual Meeting of the Town Council of Bognor Regis will take place in the Council Chamber at the Town Hall, Bognor Regis at **7.00pm on Monday 10<sup>th</sup> May 2010**. All Members of the Town Council are **HEREBY SUMMONED** to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder. An opportunity will be afforded to **Members of the Public** to put **Questions** to the Council during an adjournment – agenda item 16. (NOTE: Members of the public will be asked to provide their names and addresses and are encouraged to put questions in advance, in writing. Priority will be given to such written questions. Questions should be restricted to the functions of the Town Council.)

**DATED this 30th day of April 2010**

**Town Clerk**

### **AGENDA AND BUSINESS**

1. Election of Town Mayor for 2010/2011
2. The Town Mayor will make the Statutory Declaration of Acceptance of Office
3. Election of Deputy Town Mayor for 2010/2011
4. The Deputy Town Mayor will make the Non-Statutory Declaration of Acceptance of Office
5. Acceptance speech and welcome by newly elected Town Mayor
6. Apologies for Absence
7. Declarations of Interest
8. Notification or appointment or election (if appropriate) of Leader of the Council (SO. TR16 applies)
9. To appoint Members (and Chairmen/Vice-Chairmen) to serve on the following Committees. (The Town Mayor and Deputy Town Mayor, ex officio, shall be members of P&R and E&L.)
  - Policy & Resources
  - Environment & Leisure
  - Planning & Licensing
  - Events Committee
  - Promotion & Publicity Committee

NOTE: In accordance with Standing Orders, the Council may appoint any number of Members to serve on each Committee provided that the total number of places on Committees fairly and as accurately as possible reflects the political composition of the Council {SO.18.1(iii)} (The quorum of a Committee or Sub-Committee shall not be less than 3 Members) ADDITIONAL NOTE: A Committee may arrange for the discharge of its functions by a sub-committee – LGA 1972 – S.101.(2)

10. To appoint representatives to other 'outside' bodies (list attached to Agenda)
11. To confirm Bank Signatories

12. Financial Regulation 5.3 - Imprest Account. To approve and authorise the provision of this account with a balance of £1,000 (Council Minute 35.8 June 2002 refers) (NOTE: This account has not yet been implemented)
13. To note the Calendar of Meetings 2010/2011 (if available)
14. To APPROVE the Minutes of the Extraordinary Town Council Meeting held on Tuesday 27<sup>th</sup> April 2010
15. Questions from Councillors
16. Adjournment for public question time
17. To Receive and Consider Reports, Minutes and Recommendations of Committees (Other than any specific items on this Agenda)
- 17.1 **Policy & Resources Committee Meeting of 12<sup>th</sup> April 2010** with recommendations.
- 17.2 **Environment & Leisure Committee Meetings of 15<sup>th</sup> March 2010** with recommendations.
- 17.3 **Planning & Licensing Committee Meetings of 16<sup>th</sup> & 30<sup>th</sup> March & 13<sup>th</sup> & 27<sup>th</sup> April 2010** with recommendations
- 17.4 **Events Committee Meeting of 31<sup>st</sup> March 2010** with recommendations
- 17.5 **Promotion and Publicity Committee Meeting of 6<sup>th</sup> April 2010** with recommendations
- 17.6 To formally adopt the Minutes, Reports and Recommendations of the Committees, subject to any amendments decided upon during the meeting, and ratify any Committee actions as may be necessary.
18. To receive the List of Payments and Transfers made in the previous month and to note the balances and financial reports
19. Town Mayor's comments
20. Reports from Representatives to other organisations
21. To receive Correspondence