

27th April 2017

Dear Councillor,

ANNUAL TOWN COUNCIL MEETING – THURSDAY 4th MAY 2017

You are summoned to attend the Annual Meeting of the Town Council, to be held in the Grand Hall at Congleton Town Hall on **Thursday, 4th May, 2017 at 7.00 p.m.**

You are cordially invited to bring your partner along on this civic occasion and refreshments will be served at the end of the meeting.

Yours sincerely,



CHIEF OFFICER

AGENDA

1. **Election of the Town Mayor for the ensuing year**
2. **Vote of thanks to the Retiring Mayor**
3. **Apologies for absence**
4. **Election of the Deputy Town Mayor for the ensuing year**
5. **Leader and Deputy Leader of the Council**

To appoint the Leader and Deputy Leader of the Council for the ensuing year.

6. Council Committees and Working Groups

To appoint Committees / Working Groups for the municipal year 2016-17.

6.1	Planning Committee	All Councillors
6.2	Personnel Committee	10 Members
6.3	Finance and Policy Committee	10 Members
6.4	Community, Environment & Services Committee	10 Members
6.5	Town Hall & Assets	10 Members
6.6	Strategy Working Group	All Councillors
6.7	Health and Well Being Working Group Reporting to the Community, Environment & Services Committee	
6.8	Anti- Social Behaviour Working Group Reporting to the Community, Environment & Services Committee	

7. Chairmen and Vice-Chairmen of Committees and Working Groups

To appoint Chairman and Vice-Chairman for the ensuing year.

7.1	Personnel Committee a. Chairman b. Vice Chairman	
7.2	Finance & Policy Committee a. Chairman b Vice Chairman	
7.3	Community, Environment & Services Committee a. Chairman b Vice Chairman	
7.4	Town Hall & Assets Committee a. Chairman b Vice Chairman	
7.5	Planning Committee a. Chairman b Vice Chairman	
7.6	Strategy Working Group a. Chairman b Vice Chairman	
7.7	Health and Well Being Working Group a. Chairman b Vice Chairman	
7.8	Anti - Social Behaviour Working Group a. Chairman	

8. Appointment of Other Offices

To appoint the following:-

- 8.1 Town Crier (1)
- 8.2 Curator and Assistant Curator of Town Treasures (1+1)
- 8.3 Lead Members on Quality (3)
- 8.4 Macebearer (1 + 1 Deputy)
- 8.5 Youth Committee Link Councillors (4)
- 8.6 Selection Panel for Co-option of a Councillor (5)
- 8.7 Complaints Panel (3)
- 8.8 Cheque Signatories (2 from 6)

9. Appointment of Representatives to Outside Bodies

To appoint the requisite number of Members to serve thereon, namely:-

- 9.1 Congleton Museum Trust (1 + reserve)
- 9.2 Congleton Partnership Executive Group (2)
- 9.3 Hilary Avenue Allotment Association (1)
- 9.4 Astbury Mere Trust (1)
- 9.5 ChAlc (2)
- 9.6 Cheshire East Liaison
- 9.7 Police Liaison

10. Appointment of Town Mayor's Chaplain

To receive from the Town Mayor, the appointment of the Mayor's Chaplain for the ensuing year.

11 Civic Service and Sunday Parade

To receive details from the Town Mayor with regards to the Civic Service.

The Town Mayor will then declare the Meeting closed and will retire to un-robe.

NOTICE OF PROCEEDINGS TO FOLLOW