

27th May 2010

Dear Councillor,

Town Council Meeting – Thursday 3rd June 2010

You are summoned to attend a meeting of the Council, to be held in the Town Hall, Congleton on **Thursday 3rd June 2010** commencing at **7.15 pm**.

The Public and Press are welcome to attend the meeting. There may be confidential items towards the end of the meeting which the law requires the Council to make a resolution to exclude the public and press.

PLEASE NOTE THAT THERE IS A TOWN HALL COMMITTEE MEETING ON THE SAME EVENING AT 6.30PM

Yours sincerely,

B. Hogan
TOWN CLERK

AGENDA

- 1 Apologies for absence. (Members are respectfully reminded of the necessity to submit any apology for absence in advance and to give a reason for non attendance)
- 2 Minutes
 - a) To approve the Minutes of the Meeting held on 22nd April 2010 (enclosed).
 - b) To approve the Minutes of the Annual Meeting of the Council held on 13th May 2010 (enclosed)
- 3 Declarations of Interest

Members are requested to declare both “personal” and “personal and prejudicial” interests as early in the meeting as they become aware of it.
- 4 Mayor’s Announcements

To receive any announcements by the Town Mayor and to receive a list of the Mayor’s Engagements (enclosed).

5. Outstanding Actions
None
6. Questions from Members of the Public
To receive any questions from Members of the Public, notified in advance in writing.
7. Cheshire East Councillors' Reports
To suspend Standing Orders to allow Councillors from the principal authority to report on relevant issues and to receive questions from members.
8. Planning Committee
To receive the minutes of the meetings held on 27th May 2010 (enclosed)
9. Accounts
 - (a) To approve payment of the accounts listed (enclosed).
 - (b) To approve payment of any expenditure agreed at this meeting.
10. Urgent Matters - Members Items
Members may raise urgent items but no discussion or decisions may be taken at the meeting.
11. Youth Committee/Junior Council
 - a) To receive the minutes of the meetings held on 18th May 2010(enclosed)
 - b) To deal with Questions from Members of the Youth Committee present at the meeting.
12. Internal Audit-Final Report
To consider the report from Auditing Solutions Ltd and the recommended response to various points raised as approved by Finance and Policy Committee (copy enclosed)
13. Final Accounts 2009-10
To consider the Final accounts prepared by the Council's Accountants (copy enclosed)
14. Annual Return to Audit Commission-Statement of Assurance
To consider the statement for the year ended 31st March 2010 (copy enclosed)
15. Up Dating the Constitution
To consider the proposed changes to the documents contained within the Constitution which includes the amendments agreed at the Town Council meeting dated 22nd April 2010 (enclosed).

16. Resolution to exclude the Public and Press (if necessary)

To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting for the matters set out below on the grounds that it could involve the likely disclosure of private and confidential information or staff matters.

To: Members of the Town Council, Press 3, Burgesses (5), Mayor's Chaplain,
Members of the Youth Committee
MP, Cheshire East Councillors, Library, Congleton TIC.