

28th October 2009

Dear Councillor,

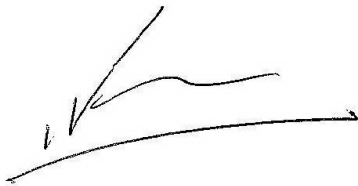
Town Council Meeting – Tuesday 3rd November 2009

You are summoned to attend a meeting of the Council, to be held in the Town Hall, Congleton on **Tuesday 3rd November, 2009** commencing at **7.30 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 LATER TIME. THIS IS TO ACCOMMODATE AN EARLIER MEETING COMMENCING AT 6.30 PM (SEE SEPARATE NOTICE)

Yours sincerely,



I. Fynn
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
To approve the Minutes of the Meeting held on 24th September 2009 (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. Presentation to East Cheshire Hospice

The Town Mayor will present a cheque to representatives of the Hospice raised from the proceeds of the Summer Ball.

6. Introduction of new Town Clerk

The Town Mayor will formally introduce Mr B Hogan to the Council.

7. Casual Vacancy- South Ward

To consider a recommendation from the Members Panel following a meeting to be held on 28th October 2009 (To be circulated)

8. Outstanding Actions

None

9. Questions from Members of the Public

To receive any questions from Members of the Public, notified in advance in writing.

10 Cheshire East Councillors' Reports

To suspend Standing Orders to allow Councillors from the principal authority to report on relevant issues.

11 Volunteer Policy

To consider the attached draft (enclosed)

12 Community and Environment Committee

To receive the minutes of the meeting held on 8th October 2009 and to consider any recommendations contained therein (enclosed).

13 Amenities and Services Committee

To receive the minutes of the meeting held on 8th October 2009 and to consider any recommendations contained therein (enclosed).

14 Finance and Policy Committee

To receive the minutes of the meeting held on 22nd October 2009 and to consider any recommendations contained therein (enclosed). The following items were referred to Council as the committee was not quorate when they were due to be considered.

- a) The Mayor's Charity and Uganda Learn4life – 21st November 2009 (enc)
- b) Congleton Community Projects – 21st June 2009 (enc)

- c) Churches in Congleton/Children of Romania (Cong)/Cong British Legion – 25th October 2009.(enc)
- d) Congleton Community Projects – 6th November 2009 (enc)

15 Personnel Committee

To receive the minutes of the meeting held on 14th October 2009 and to consider any recommendations contained therein (enclosed).

16 Planning Committee

To receive the minutes of the meetings held on 1st and 22nd October 2009 (enclosed).

17 Accounts

- (a) To approve payment of the accounts listed (enclosed).
- (b) To approve payment of any expenditure agreed at this meeting.

18 Urgent Matters - Members Items

Members may raise urgent items but no discussion or decisions may be taken at the meeting. Notice has been received of the following item from Councillor Mrs S A Holland:- Business Rates.

19 Youth Committee/Junior Council

- a) To receive the minutes of the meeting held on 6th October 2009 (enclosed).
- b) To deal with Questions from Members of the Youth Committee present at the meeting.

20 Cheshire East Council Issues

- a) To note the decision on Congleton LAP representation (enclosed).
- b) To receive a verbal report from the Town Mayor and The Leader of the Council on their attendance at the Town and Parish Councils' Conference on 13th October 2009.
- c) To receive a report from Councillor G Baxendale at his attendance at the Assembly of the Local Strategic Partnership held on Friday 23rd October 2009.
- d) To receive a verbal report on a further meeting held with the leader of Cheshire East Council on 22nd October 2009.
- e) To note the arrangements for "Not In My Neighbourhood Week" (enclosed).

21 First Interim Audit Report 2009/10

To receive a letter and report dated 17th October 2009 from Audit Solutions Ltd. (enclosed).

22 Congleton Town Trust

Arising from Minute CTC/58/0910 dated 24th September 2009, to appoint one further Trustee for a 4 year term as from 1st November 2009. Trustees do not have to be Members of the Town Council.

23. Renewal of Fair Trade Status

To pass an appropriate resolution in support of the application for the renewal of the Town's Fair Trade Status.

24. Sustainable Communities Act (Amendment) Bill

In response to the Town Councils request, confirmation has now been received from Lady Ann Winterton MP that she has signed Early Day Motion No 1545 in support of the Sustainable Community Act (Amendment) Bill which will ensure town and parish councils have direct involvement in the devolvement of powers to local level.

25. Urgency Procedure

To note the action taken by the Town Mayor and the Leader of the Council in authorising the Town Clerk to obtain Counsel's Opinion on the interpretation of certain provisions of the Freedom of Information Act 2000.

26. Retirement of Town Clerk

To note that Mr Ian Fynn retires officially on 30th November 2009 and that this will be his last Full Council Meeting.

27. 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.

28. Staffing Matters

To consider a report from the Change Management Consultant (enclosed).

To: Members of the Town Council, Press 3, Burgesses (6), Mayor's Chaplain,
Members of the Youth Committee
MP, Cheshire East Councillors, Library, Congleton TIC.