



Congleton Town Council

Historic market town

Chief Officer: David McGifford

11th May 2018

Dear Councillor,

ANNUAL TOWN COUNCIL MEETING – THURSDAY 17th MAY 2018

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, 17th May 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 for the Retiring Town Mayor**
 - 2.1 Presentation of the Former Town Mayor's Medallion
 - 2.2 Presentation of the Retiring Town Mayor's Cadet Medallion
 - 2.3 Town Mayor's Cadet Scheme & Appointment of the Town Mayor's Cadet
3. **Apologies for Absence**
4. **Election of Deputy Town Mayor for the Ensuing Year**
5. **Leader and Deputy Leader**

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



Congleton
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where friends are made



6. Council Committees

To appoint Committees for the municipal year 2018/19.

| | | |
|-----|---|-----------------|
| 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 |

7. Chairmen and Vice-Chairmen of Committees

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

8. Appointment of Other Offices

To appoint the following:-

- 8.1 Town Crier (1)
- 8.2 Deputy Town Crier (1)
- 8.3 Curator and Assistant Curator of Town Treasures (1+1)
- 8.4 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 the 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.