



# Congleton Town Council

Historic Market Town

Chief Officer: **David McGifford CiLCA**

28<sup>th</sup> April 2021

Dear Councillor,

## **ANNUAL TOWN COUNCIL MEETING – THURSDAY 6<sup>th</sup> May 2021**

You are summoned to attend the Annual Meeting of the Town Council Hall which will be conducted via Zoom on **Thursday, 6<sup>th</sup> May 2021 commencing at 7.00 pm.**

The details for joining the meeting are as follows

Join Zoom Meeting

<https://us02web.zoom.us/j/84283963503?pwd=dmNDaWxLbXEyGdSdm1mZ2tkcFlhUT09>

Meeting ID: 842 8396 3503

Passcode: 958665

Yours sincerely,

CHIEF OFFICER

Congleton  
**beartown**  
*where friends are made*

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Congleton Town Council, Town Hall, High Street, Congleton, Cheshire CW12 1BN

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## 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**

To receive apologies for absence

4. **Election of Deputy Town Mayor for the Ensuing Year**

5. **Council Committees**

To appoint Committees for the municipal year 2021/22.

5.1	<b>Planning Committee</b>	10 Members
5.2	<b>Personnel Committee</b>	10 Members
5.3	<b>Finance and Policy Committee</b>	10 Members
5.4	<b>Community, Environment &amp; Services Committee</b>	10 Members
5.5	<b>Town Hall &amp; Assets</b>	10 Members
5.6	<b>Strategy Working Group</b>	All Councillors

6. **Chair and Vice-Chair of Committees**

6.1 **Planning Committee**

- a. Chair
- b. Vice Chair

6.2 **Personnel Committee**

- a. Chair
- b. Vice Chair

- 6.3 **Finance and Policy Committee**
  - a. Chair
  - b Vice Chair
  
- 6.4 **Community and Environment Services Committee**
  - a. Chair
  - b Vice Chair
  
- 6.5 **Town Hall Assets and Services Committee**
  - a. Chair
  - b Vice Chair
  
- 6.6 **Strategy Working Group**
  - a. Chair
  - b. Vice Chair

**7. Working Groups**

**To appoint Working Groups for the municipal year 2021-22**

<b>Group</b>	<b>Reporting to</b>
Green	Community and Environment
Integrated Transport	Community and Environment
White Ribbon	Community and Environment
Health and Wellbeing	Community and Environment
Market	Town Hall Assets and Services
Town Centre & business regeneration	Finance &Policy
Town Hall Development	Town Hall Assets and Services
Streetscape Development	Town Hall Assets and Services
Planning Development group including N Plan	Planning Committee
Anti social behaviour	Community and Environment
In Bloom	Community and Environment
Cenotaph Working Group	Town Hall Assets and Services
750 Year Charter	Community and Environment

**8. Appointment to panels and cheque signatories**

<b>Panel</b>	<b>Members</b>
Complaints Panel	5
Selection panel for co-option of a councillor	5
Cheque signatories – any 2 from 6	6

**9. Appointments to outside bodies**

To appoint the requisite number of Councillors to serve on -

Congleton Museum Trust	1+res
Congleton Partnership Executive	2
Hilary Avenue Allotments	1
Astbury Mere Trust	1+ res
Chalc	1+ res
Cheshire East Liaison -	Ward councillors

**10. Appointments of other offices**

Town Crier	1
Deputy Town Crier	1
Macebearer	1
Deputy Macebearer	1

**11. Appointment of the Town Mayor's Chaplain**

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

**12. 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**