

SHILDON TOWN COUNCIL

**COUNCIL OFFICES
CIVIC HALL SQUARE
SHILDON
Co. DURHAM**

29th April, 2016

Dear Sir/Madam,

The Annual Meeting of Shildon Town Council will be held in the Council Chamber, Civic Hall Square, Shildon, Co Durham on Monday 9th May 2016 at 6.30pm and you are summoned to attend.

Yours faithfully

T A Bellas

Town Clerk

AGENDA

1. To elect the Town Mayor for 2016/17
2. To receive the Declaration of Acceptance of Office from the Town Mayor
3. Vote of thanks to the retiring Town Mayor and receipt of report from the retiring Town Mayor
4. To elect a Deputy Town Mayor for 2016/17
5. Apologies for Absence
6. Declarations of Interest
7. To appoint a Leader of the Town Council for 2016/17
8. To appoint a Deputy Leader of the Town Council for 2016/17
9. To appoint Members to serve on full Committees for 2016/17

It is **recommended** that all Members serve on the full Committees of the Town Council.

10. To agree the following schedule of meeting dates for the Town Council and full Committees:

2016

June	13	Council and Committees
July	18	Council and Committees
September	12	Council and Committees
October	10	Council and Committees
November	14	Council and Committees
December	12	Council and Committees

2017

January	16	Council and Committees
February	13	Council and Committees
March	13	Council and Committees
April	10	Council and Committees

11. To appoint Members to serve on the Complaints Committee for 2016/17 (currently Town Mayor and Chairman and Vice-Chairman of full Committees)

12. To appoint Members to serve on the following Sub-Committees for 2016/17:-

- a) Staffing Sub-Committee (currently Town Mayor and Deputy Town Mayor and Chairman and Vice-Chairman of full Committees)
- b) Planning Sub-Committee (currently Chairman and Vice-Chairman of relevant standing Committee plus one member from each ward)

Current ward representation being:

Cllr D Gordon – Sunnydale
Cllr M P Burdess – Byerley
Cllr J Miller - Thickley

13. To appoint Members to serve on the following working parties for 2016/17:

Historically the membership of the working parties has reflected the political balance of the Town Council. However for 2015/16 no nominations were made for the two Independent members or the one Liberal Democrat member.

- a) **Civic Hall Management** – current representation being:

Town Mayor
Deputy Town Mayor
Chairman of Service and Amenities Committee
Vice-Chairman of Service and Amenities Committee
Chairman of Resources Committee
Vice-Chairman of Resources Committee
Cllr A Walker

- b) **Allotments** – current representation being:

Town Mayor
Deputy Town Mayor
Chairman of Service and Amenities Committee
Vice-Chairman of Service and Amenities Committee
Chairman of Resources Committee
Vice-Chairman of Resources Committee
Cllr J Miller

14. To appoint representatives to the following outside bodies:-

- a) County Durham Association of Local Councils – 2 representatives required – currently Cllrs P Quinn and H Nicholson
- b) Bishop Auckland and Shildon Local Councils Committee – 3 representatives plus Town Clerk required – currently Cllrs P A Pemberton, H Nicholson and A Walker
- c) Jubilee Fields Community Association – 1 representative required – currently Cllr P Quinn
- d) Shildon Community Safety Group – 2 representatives required – currently Cllrs P Quinn and A Walker
- e) Museum Forum – 1 representative required – currently Cllr P A Pemberton
- f) Shildon Children and Young Peoples Action Network (SCYPAN) – 1 representative required – currently Cllr M P Burdess

- g) Larger Local Councils Forum – 2 representatives required – currently Cllrs H Nicholson and P Quinn
 - h) Shildon Communities First – 1 representative required.
15. To approve the minutes of the Ordinary Meeting of the Town Council held on 11th April 2016
16. To read or take as read, approve and adopt or otherwise deal with the minutes of the proceedings of the Committees hereto annexed:-
- a. Service and Amenities 11th April 2016
 - b. Resources 11th April 2016
17. **Police Report**
18. **Annual Internal Audit Report**
- To receive and consider the annual Internal Audit Report.
19. **Report from Representative on Outside Bodies**
- a. Shildon Communities First Meeting – minutes of meeting held on 2nd March 2016
 - b. Shildon Children and Young People’s Action Network – minutes of meeting held on 23rd March 2016
20. **Appreciations and Congratulations**
- a. Schedule of mayoral engagements attached.