

Prescot Town Council



West Street Office Complex, 9 West Street, Prescot, Merseyside L34 1LF

Telephone: 0151-443-4796

email: townclerk@prescot-tc.gov.uk

Dated this 24th day of May 2013

To the Mayor and Members of Prescot Town Council

**YOU ARE HEREBY SUMMONED TO ATTEND the Annual Meeting of
the Council for The Town of Prescot to be held on Friday 31st May 2013 in
the West Street Office Complex, 9 West Street, Prescot commencing
at 7.00 p.m.**

**Daniel Wilson
TOWN CLERK**

A G E N D A

1. ELECTION OF TOWN MAYOR FOR THE MUNICIPAL YEAR 2013/14

To receive nominations:

2. MAYORS DECLARATION OF ACCEPTANCE OF OFFICE

3. TO RECEIVE APOLOGIES

4. DECLARATIONS OF INTEREST

In accordance with Standing Order 54, members are invited to indicate any interests they may have in relation to items on the agenda for the meeting.

5. VOTE OF THANKS TO THE RETIRING TOWN MAYOR

To receive:

- a) vote of thanks in recognition of the retiring Town Mayor;
- b) response from the retiring Town Mayor.

6. ELECTION OF DEPUTY MAYOR FOR THE MUNICIPAL YEAR 2013/14

To receive nominations:

7. DEPUTY MAYORS DECLARATION OF ACCEPTANCE OF OFFICE

8. ANNOUNCEMENTS FROM THE COUNCIL LEADER

To receive announcements from the Leader of the Town Council.

FOR INFORMATION AND TO RECEIVE QUESTIONS FROM MEMBERS

9. ANNOUNCEMENTS FROM THE TOWN CLERK

To receive announcements from the Town Clerk.

FOR INFORMATION AND TO RECEIVE QUESTIONS FROM MEMBERS

10. STANDING ORDERS (2013/14) Pages 4-19

To **APPROVE** amendments to the Town Council Standing Orders.

11. FINANCIAL REGULATIONS (2013/14) Pages 20-31

To **APPROVE** amendments to the Town Councils Financial Regulations.

12. TOWN COUNCIL COMMITTEES (2013/14) Pages 32-36

To appoint Committees, terms of reference and membership of Committees.

13. REPRESENTATIVES TO OUTSIDE BODIES (2013/14) Pages 37

To **APPOINT** members to represent the Town Council on various outside bodies.

14. COUNCIL MEETING SCHEDULE (2013/14) Page 38

To **AGREE** dates and times of Town Council meetings—attached

15. SCHEDULE OF MEMBER ATTENDANCES (2012/13) Pages 39-42

To **NOTE** the schedule of member attendances at Town Council and committee meetings—attached.

16. MINUTES OF THE PREVIOUS COUNCIL MEETING (Pages 43-47)

To **APPROVE AND SIGN** the Minutes of the Town Council Meeting held on Friday 26 April 2013.

17. MINUTES OF THE COMMITTEES – None held

18. MAYORAL ENGAGEMENTS (Page 48)

To receive the schedule of Town Mayor engagements

FOR INFORMATION ONLY

19. COUNCILLORS ALLOWANCES (Pages 49-54)

For members to consider the report and agree to adopt its findings.

20. RISK ASSESSMENT (Pages 55-58)

For members to consider the report and approve the annual Risk Assessment.

21. ARMISTICE DAY – 11TH NOVEMBER

Verbal proposal from the Leader.