

PRESCOT TOWN COUNCIL



Prescot Town Hall, 1 Warrington Road, Prescot, Merseyside L34 5QX

Telephone: 0151-426-3933 email: townclerk@prescot-tc.gov.uk

Dated this 8th day of May 2018

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 Tuesday 15th May 2018 in
Prescot Town Hall, 1 Warrington Road, Prescot, L34 5QX
commencing immediately following the cessation of the Annual Town Meeting
at 6.00 p.m.

A handwritten signature in blue ink, consisting of a large, stylized 'D' followed by a horizontal line.

Daniel Wilson
TOWN CLERK

A G E N D A

1. ELECTION OF TOWN MAYOR FOR THE MUNICIPAL YEAR 2018/19

To receive nominations, and elect by vote the Town Mayor. Verbal

2. MAYORS DECLARATION OF ACCEPTANCE OF OFFICE Verbal

Town Mayor to officially accept office by signing the acceptance of office book.

3. TO RECEIVE APOLOGIES Verbal

4. DECLARATIONS OF INTEREST

In accordance with Standing Order 1.15, 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 Verbal

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 2018/19

To receive nominations, and elect by vote the Deputy Town Mayor. Verbal

7. DEPUTY MAYORS DECLARATION OF ACCEPTANCE OF OFFICE Verbal

Deputy Town Mayor to officially accept office by signing the acceptance of office book.

8. ANNOUNCEMENTS FROM THE TOWN CLERK Verbal

To receive announcements from the Town Clerk.

FOR INFORMATION AND TO RECEIVE QUESTIONS FROM MEMBERS

9. **MINUTES OF THE PREVIOUS COUNCIL MEETING** (Pages 5-9)
To **APPROVE AND SIGN** the Minutes of the Town Council Meeting held on Tuesday 24th April 2018.
10. **MINUTES OF THE COMMITTEES** (Page 10)
There are no minutes of committee meetings to be noted.
11. **MAYORAL ENGAGEMENTS** (Pages 11-12)
To receive the schedule of Town Mayor engagements.
FOR INFORMATION ONLY
12. **TOWN COUNCIL COMMITTEES (2018/19)** (Pages 13-19)
To **APPOINT** Committees, **AGREE** terms of reference and membership of Committees.
13. **STANDING ORDERS & FINANCIAL REGULATIONS (2018/19)** (Pages 20-22)
To **APPROVE** the suggested amendments to the Town Council Standing Orders and Financial Regulations. Revised Standing Orders and Financial Regulations will not be submitted until any amendments have been agreed by Council, therefore members are requested to bring their own copies of Standing Orders and Financial Regulations 2017/18 to the meeting for review purposes.
14. **REPRESENTATIVES TO OUTSIDE BODIES (2018/19)** (Pages 23-24)
To **APPOINT** members to represent the Town Council on various outside bodies.
15. **COUNCIL MEETING SCHEDULE (2018/19)** (Pages 25-26)
To **AGREE** dates and times of Town Council meetings only, dates and times for committee meetings will be agreed as the first order of business for each committee.
16. **ANNUAL INTERNAL AUDIT REPORT** (Pages 27-32)
Members are asked to **CONSIDER** the report and **AGREE** the recommendations contained within.

17. **ANNUAL RETURN** (Pages 33-36)

Members are asked to **CONSIDER** the report and **AGREE** the recommendations contained within.

18. **DRAFT ANNUAL REPORT 2018** (Pages 37-53)

Members are asked to **CONSIDER** the report and **AGREE** the recommendations contained within.