

# 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 7th day of May 2019

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 14<sup>th</sup> May 2019 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, appearing to read 'Daniel Wilson', with a horizontal line extending to the right.

**Daniel Wilson  
TOWN CLERK**

# AGENDA

1. **ELECTION OF TOWN MAYOR FOR THE MUNICIPAL YEAR 2019/20**

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 4 g ii, 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 2019/20**

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 4-7)

To **APPROVE AND SIGN** the Minutes of the Town Council Meeting held on Tuesday 30<sup>th</sup> April 2019.

10. **MINUTES OF THE COMMITTEES** (Pages 8-10)

To **NOTE** the minutes of the following Committee Meetings:

- Finance and General Purpose Committee - 8<sup>th</sup> March 2019.

11. **MAYORAL ENGAGEMENTS** (Page 11)

To receive the schedule of Town Mayor engagements.

**FOR INFORMATION ONLY**

12. **TOWN COUNCIL COMMITTEES (2019/20)** (Pages 12-14)

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

13. **STANDING ORDERS & FINANCIAL REGULATIONS (2019/20)** (Pages 15-16)

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

14. **REPRESENTATIVES TO OUTSIDE BODIES (2019/20)** (Pages 17-20)

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

15. **COUNCIL MEETING SCHEDULE (2019/20)** (Pages 21-23)

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 24-29)

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

17. **ANNUAL RETURN** (Pages 30-32)

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