

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 21st day of May 2020

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 Thursday 28th May 2020 via

ZOOM at 6:00pm through the link below

<https://us02web.zoom.us/j/86044862453>

A handwritten signature in blue ink, consisting of a 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 2020/21

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 2020/21

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. MINUTES OF THE PREVIOUS COUNCIL MEETING (Pages 4-10)

To **APPROVE AND SIGN** the Minutes of the Town Council Meeting held on 27th February 2020 and the Extra Ordinary Meeting of the Town Council held on Thursday 30th April 2020.

9. **MINUTES OF THE COMMITTEES** (Pages 11-13)

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

- Finance, General Purpose and Human Resources Committee - 14th May 2020.

10. **REVIEW OF TOWN COUNCIL COMMITTEES AND ASSOCIATED TERMS OF REFERENCE (2020/21)** (Pages 14-21)

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

11. **STANDING ORDERS & FINANCIAL REGULATIONS (2020/21)** (Pages 22-23)

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

12. **REPRESENTATIVES TO OUTSIDE BODIES (2020/21)** (Pages 24-27)

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

13. **COUNCIL MEETING SCHEDULE (2020/21)** (Pages 28-30)

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.

14. **ANNUAL GOVERNANCE STATEMENT** (Pages 31-33)

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

15. **TEMPORARY FOOD BANK** (Pages 34-38)

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

16. **REPORT OF THE INDEPENDENT REMUNERATION PANEL** (Pages 39-46)

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