

PRESCOT TOWN COUNCIL

The Annual meeting of the **COUNCIL** for the **TOWN OF PRESCOT** was held on **THURSDAY, 28th MAY 2020** via **ZOOM**, commencing at **6.00 P.M.**

ELECTED MEMBERS PRESENT

Councillors M. Burke, C. Krelle, T. Large, I. Smith, T. Smith, F. Wynn, J. Burke, P. Cook, T. Murray, K. Taylor and G. Wickens.

TOWN COUNCIL OFFICERS PRESENT

D. Wilson (Town Clerk)
L. Sephton (Deputy Town Clerk)

OTHERS IN ATTENDANCE

None

1. ELECTION OF TOWN MAYOR FOR THE MUNICIPAL YEAR 2020/21

It was **UNANIMOUSLY RESOLVED** that Cllr Mark Burke be elected to serve as Mayor of Prescott for the 2020/21 Civic Year.

2. MAYORS DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Mark Burke duly signed the acceptance of office book to officially accept the office of Town Mayor.

3. TO RECEIVE APOLOGIES

Apologies were received from Cllr L. Rigby.

4. DECLARATIONS OF INTEREST

There were no declarations of interest received.

5. VOTE OF THANKS TO THE RETIRING TOWN MAYOR

On behalf of the elected members the Leader Cllr J. Burke gave a vote of thanks to the outgoing Mayor Cllr P. Cook and thanked her for all her hard work and service throughout the civic year.

The outgoing Mayor Cllr P. Cook responded to say thankyou to the Leader for her kind words and wanted to offer her thanks for all the help and support provided by the Town Council staff and Town Councillors during the civic year and wished Cllr M. Burke best wishes in his new role.

6. ELECTION OF DEPUTY MAYOR FOR MUNICIPAL YEAR 2020/21

It was **UNANIMOUSLY RESOLVED** that Cllr Tom Large be elected to the position of Deputy Town Mayor.

7. DEPUTY MAYORS DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Tom Large will sign the acceptance of office book to officially accept the office of Deputy Town Mayor at a later date.

8. MINUTES OF THE PREVIOUS COUNCIL MEETING

It was **UNANIMOUSLY RESOLVED** that the minutes of the previous council meeting held on 27th February 2020 and the Extra Ordinary Meeting of the Town Council held on 30th April 2020 be **APPROVED AND SIGNED** as a true and accurate record of the business transacted.

9. MINUTES OF COMMITTEES

It was **UNANIMOUSLY RESOLVED** to **NOTE** the minutes of the Finance, General Purpose and Human Resources Committee meeting held on 14th May 2020.

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

It was **UNANIMOUSLY RESOLVED** to **AGREE** the recommendations under 3.1 as follows –

In accordance with the requirements of Standing Orders Members are asked to agree:

- The continued use of the existing committees
- Membership of those committees
and
- The associated terms of reference for each committee

The membership of committees will be as follows:-

Finance, General Purpose and Human Resources Committee

Councillors M. Burke, I. Smith, L. Rigby, C. Krelle, G. Wickens, T. Smith, T. Murray and J. Burke.

Events Committee

Councillors C. Krelle, M. Burke, I. Smith, L. Rigby, P. Cook, K. Taylor, T. Large, T. Murray and J. Burke.

11. STANDING ORDERS & FINANCIAL REGULATIONS (2020/21)

It was **UNANIMOUSLY RESOLVED** to **AGREE** the recommendations at 3.1 being:-

In accordance with Standing Orders 5 J ix and Financial Regulation 17.1

- Members consider and approve the suggested revision to the Town Council's Financial Regulations as provided in 2.3 of this report.

12. REPRESENTATIVES TO OUTSIDE BODIES (2020/21)

It was **UNANIMOUSLY RESOLVED** to **APPROVE** the following representations to outside bodies: -

- Merseyside Association of Local Councils – Town Clerk, Cllr K. Taylor and Cllr T. Large.
- Prescot Business Club - Town Clerk
- Prescot Loves to Talk - Town Clerk
- Shakespeare North Community Group - Town Clerk

13. COUNCIL MEETING SCHEDULE (2020/21)

It was **UNANIMOUSLY RESOLVED** to **AGREE** the recommendations at 3.1 being:-

- Members are asked to consider and approve the annual meetings calendar attached as appendix 1.

14. ANNUAL GOVERNANCE STATEMENT

It was **UNANIMOUSLY RESOLVED** to **AGREE** the recommendations under 3.1 being:

Under the requirements of the Accounts and Audit (Amendment) (England) Regulations 2015, members consider the information contained within the Annual Governance Statement and resolve to:

- Approve the Annual Governance Statement for the financial year ending 31st March 2020.

15. TEMPORARY FOOD BANK SUPPORT

It was **UNANIMOUSLY RESOLVED** to **AGREE** the recommendations under 5.1 being:-

It is therefore recommended that members use the power granted under section 137 of the local government act 1972 to agree to:

- Provide support to the Big Help Project Food Bank during set hours on Monday, Tuesday, Thursday and Friday between 11am and 2pm from Prescott Town Hall.
- The offer will remain in place until such a time as demand no longer calls for it or social distancing restrictions are lifted and the day to day activities at the Town Hall can resume as they were prior to the advent of the COVID 19 pandemic.
- Safety of those operating in the building will remain paramount and take precedence over any levels of demand. Safe working practice in accordance with government guidance will be employed at all times.

16. REPORT OF THE INDEPENDENT REMUNERATION PANEL

It was **UNANIMOUSLY RESOLVED** to **AGREE** that there would be no annual allowance or out of pocket expenses made during the civic year 2020/21 resulting from the recommendations under 3.1 being:-

Members are asked to consider the report of the panel and in accordance with the requirements of the 2003, Local Authorities (Members' Allowances) (England) Regulations:

- Agree the level of annual allowance and or out of pocket expenses to be made during the civic year May 2020 to April 2021.

No basic allowance or out of pocket expenses will be provided during the year.

The meeting closed at 6.37 p.m.

Dated: 25th June 2020

**Signed:.....
Cllr Mark Burke (Mayor of Prescott)**