

# 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 2021

To the Mayor and Members of Prescot Town Council

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**YOU ARE HEREBY SUMMONED TO ATTEND**

**the Annual Meeting of the Council for The Town of Prescot**

**to be held on Friday 28<sup>th</sup> May 2021 at 6:00pm**

A handwritten signature in blue ink, appearing to be 'Daniel Wilson', written over a horizontal line.

**Daniel Wilson  
TOWN CLERK**

# AGENDA

1. **ELECTION OF TOWN MAYOR FOR THE MUNICIPAL YEAR 2021/22**

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 2021/22**

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 5-9)

To **APPROVE AND SIGN** the Minutes of the Town Council Meeting held on 29<sup>th</sup> April 2021 as a true and accurate record of the business transacted.

9. **MINUTES OF THE COMMITTEES** (Pages 10-12)

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

- Finance, General Purpose and Human Resources Committee – 29<sup>th</sup> April 2021 - DRAFT.

10. **REVIEW OF TOWN COUNCIL COMMITTEES AND ASSOCIATED TERMS OF REFERENCE (2021/22)** (Pages 13-19)

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

11. **STANDING ORDERS & FINANCIAL REGULATIONS (2021/22)** (Pages 20-21)

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

12. **REPRESENTATIVES TO OUTSIDE BODIES (2021/22)** (Pages 22-27)

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

13. **COUNCIL MEETING SCHEDULE (2021/22)** (Pages 28-31)

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. **ANNOUNCEMENTS FROM THE LEADER** Verbal

To receive announcements from the Leader.

**FOR INFORMATION AND TO RECEIVE QUESTIONS FROM MEMBERS**

15. **ANNOUNCEMENTS FROM THE TOWN CLERK** Verbal

To receive announcements from the Town Clerk.

**FOR INFORMATION AND TO RECEIVE QUESTIONS FROM MEMBERS**

16. **MAYORAL ENGAGEMENTS** (Pages 32-33)

To receive the schedule of Town Mayor engagements  
**FOR INFORMATION ONLY**

17. **ANNUAL RETURN** (Pages 34-36)

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

18. **ANNUAL PLAN** (Pages 37-40)

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

19. **REPORT OF THE INDEPENDENT REMUNERATION PANEL** (Pages 41-48)

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

20. **REQUEST FOR RECOGNITION AS FREEPERSON OF PRESCOT** (Pages 49-54)

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

21. **ANNUAL REPORT** (Pages 55-101)

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