



TO MEMBERS OF THE COUNCIL:

Councillors: R Rotchell (Mayor), S Bond (Deputy Mayor), A Burgis, M Coombes, S Elford, E Grigg, M Ginger, C Hewlett, A Scawn, A Shaw, J Thomson.

Dear Members

I hereby give you notice that the Annual Meeting of Camelford Town Council will be held on **Tuesday 9th May at Town Hall, Camelford at 7.00pm.**

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours sincerely,

Esther Greig

Esther Greig, Town Clerk.

Press and Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

1. To Elect Mayor & Deputy Mayor.

Nominations for Mayor: Cllr Rotchell

Nominations for Deputy Mayor: Cllr Coombes

To **complete** Acceptance of Office.

2. To receive Apologies for absence with reasons

3. To note Councillors present

4. To receive Declarations of Interest & Approve Dispensations

5. Public question time (15 minutes allowed for this)

6. To receive and approve the Minutes of:

Ordinary Meeting 18th April 2023 (attached)

7. To receive Clerk's report

Matters arising from the Minutes.

8. Planning

Any late applications will be discussed under this section.

9. Correspondence

none

10. To Elect committee members & members to outside bodies

a. To **note** Mayor is automatically an additional member to each group

b. To **appoint** 4 members to the Estate and Properties Committee, and appoint the chair from those members

- c. To **appoint** 4 members to the Strategic, Economic & Planning Committee, and appoint the chair from those members
- d. To **appoint** 4 members to the Events Committee, and appoint the chair from those members
- e. To **appoint** 4 members to the Finance & Staffing Committee, and appoint the chair from those members
- f. To **appoint** 1 member to board of Camelford Hall Trustees
- g. To **appoint** 1 member to represent CTC at Camelford Leisure Centre Meetings
- h. To **appoint** 1 member to represent CTC at Camelford Area Partnership Meetings

11. Agenda Items

- a. To **resolve** to have the General Power Competence; having a suitably qualified Clerk and at least 2/3rds elected members
- b. To **resolve** to set the dates and times of Ordinary Council Meetings & Committees for 2023-24.
- c. To **resolve** to adopt Financial Regulations 2023, Code of Conduct 2023, Standing Orders 2023, Pay Policy Statement 2023, Annual Transparency Code Statement 2023
- d. To **note** minutes of Finance and Staffing Committee
- e. To **note** Q4 Expenditure to budget report
- f. To **resolve** on Ear-Marked Reserves
- g. To **note** year end Internal Auditor report. No action required.
- h. To **confirm** whether a conflict of interest with BDO LLP exists (new external auditor)
- i. To **resolve** to **approve** the Annual Governance Statement 2022/23
- j. To **resolve** to **approve** the Annual Accounting statements 2022/23

12. Accounts

- a. To **resolve** to use online banking to pay accounts outstanding where possible
- b. To **resolve** to use direct debit for variable utility and monthly payments

13. To note items for 16th May 2023 Agenda