



5 May 2014

To: The Mayor and Members of Nantwich Town Council

You are hereby summoned to attend the Meeting of Nantwich Town Council to be held in the Peggy Killick Suite, Nantwich Civic Hall, Market Street, Nantwich on **Monday 12th May 2014 at 7.00 p.m.** for the transaction of the business set out in the Agenda below.

Ian H Hope

Ian H Hope
Town Clerk

Prior to the meeting, the Mayor, Councillor John Lewis will make a cheque presentation to his charity for the year, Soldiers, Sailors and Airmen's Family Association (SSAFA).

AGENDA OF NANTWICH TOWN COUNCIL ANNUAL MEETING

1 PRAYERS

Prayers will be led by Reverend Barry Wilson.

2 APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3 ELECTION OF MAYOR

To elect a member of the Town Council to be Mayor of Nantwich Town Council to hold office until the next Annual Meeting of the Council.

*It will be moved and seconded that **Councillor Christine Farrall** be elected Mayor of Nantwich Town Council.*

The retiring Mayor, Councillor John Lewis, will invest the new Mayor with the Chain of Office.

The Mayor will make a formal declaration of acceptance of office before the Town Clerk and the assembled Council and then take the Chair and respond to her election.

*The new Mayor will introduce **Mr David Farrall** who will be her Consort and he will be invested with the Consort's Medallion of Office.*

4 ELECTION OF DEPUTY MAYOR

To elect a member of the Town Council to be Deputy Mayor of the Town Council to hold office until the next Annual Meeting of the Council.

*It will be moved and seconded that **Councillor Andrew Martin** be elected Deputy Mayor of the Council.*

The newly-appointed Deputy Mayor will come forward to the dais to be invested by the new Mayor with the Medallion of Office.

5 **APPOINTMENT OF CHAPLAIN AND NOMINATION OF MAYOR'S CHARITY**

The Mayor will inform the Town Council of the appointment of the Chaplain.

The Mayor will inform the Town Council of the Mayor's charity for the year.

6 **VOTE OF THANKS TO RETIRING MAYOR**

A vote of thanks will be made to the retiring Mayor, Councillor John Lewis, and he will be presented with a Past Mayor's brooch.

7 **RETIRING MAYOR'S REMARKS**

Councillor John Lewis will make closing remarks as retiring Mayor.

8 **ADJOURNMENT**

Following the formalities of the appointment of the new Mayor and Deputy Mayor, there will be a short adjournment before proceeding with the remainder of the Council business. Light refreshments will be available. Resumption not before 8.15 pm.

9 **PUBLIC FORUM**

Public Forum is an opportunity for question and comment by the public.

10. **CONFIRMATION OF MINUTES OF ANNUAL TOWN MEETING**

To confirm the minutes of the Annual Town Meeting held on 14th April 2014. The Town Council is asked to **RESOLVE** that the Minutes of the Annual Town Meeting held on 14th April 2014, and of the Council Meeting of the same date, be confirmed as a correct record, approved and signed by the Mayor.

11. **DECLARATION OF INTERESTS**

Members are asked to declare any disclosable pecuniary interests relating to items on the agenda in accordance with the Council's adopted Code of Conduct.

12. **CLERK'S REPORT AND CORRESPONDENCE**

The Town Clerk to report on correspondence and matters of urgency.

13. **CONFIRMATION OF MINUTES OF TOWN PLAN AND PARTNERSHIP COMMITTEE
1 MAY 2014**

Council is asked to note the minutes and **RESOLVE** that the Recommendations contained in the above Minutes be accepted and approved.

14. **CONFIRMATION OF MINUTES OF FINANCE COMMITTEE 6 MAY 2014**

Council is asked to note the minutes and **RESOLVE** that the Recommendations contained in the above Minutes be accepted and approved.

15. **PLANNING CONTROL**

Applications for Planning Permission . notification of planning applications by Cheshire East Council upon which comments are to be made (see list attached as Appendix A). The applications will be displayed at the meeting for inspection.

16. **APPOINTMENT OF COMMITTEES AND PANELS FOR 2014/15**

To appoint Members to the various Committees and Panels of the Council.

The Town Council is asked to **RESOLVE** to appoint Members to the various Committees and Panels of the Council as recommended below.

NB - *The Mayor of the Council sits ex-officio on all Panels and Committees.*

- (a) Policy Committee - 6 members
Councillors Butterill (Vice Chair), Lewis, Fenton (Chair), Hopkins, Moran and Martin.
- (b) Finance Committee . 5 Members.
Councillors Farr, Fenton, Martin, Marren (Chair) and Moran (Vice Chair).
- (c) Town Plan and Partnership Committee . 5 Members.
Councillors Butterill, Hopkins (Chair), Fenton, Marren (Vice Chair) and Simpson.
- (d) Grants and Awards Committee . 4 Members
Councillors Butterill, Lewis (Chair), Hutton and Fenton (Vice Chair).
- (e) Staffing Committee . 5 Members
Councillors Butterill (Vice Chair), Farr, Lewis, Martin (Chair) and Simpson.
- (f) Staffing Panel . 4 Members
To be appointed by the Staffing Committee as and when required.
- (g) Retail Working Group . 3 members
Councillors Farrall (Chair), Marren and Moran (Vice Chair).
- (h) Freedom of Information Committee . 2 Members
Mayor of the Council (Deputy Mayor if Mayor is unavailable) and Chairman of Policy (Vice Chair if Chair unavailable).
- (i) Quality Status Working Group . 5 Members
To be appointed by the Council as and when required.
- (j) Nantwich Town Watch Committee . 4 Members
To be appointed by the Council as and when required.

17. APPOINTMENT OF REPRESENTATIVES

To appoint Members as the Council's representatives on various bodies. The current representatives are listed. Representatives generally hold a ~~u~~atching brief and are expected to report to Council any issues of significance.

- (a) Nantwich in Bloom Committee
Councillors Farrall and Simpson.
- (b) Nantwich Museum Trust
Councillors Hutton and Simpson.
- (c) Allotments Panel
Councillor Butterill.
- (d) Crewe Police Division . Local Consultative Committee
To be nominated by Watch Committee as and when required.
- (e) Nantwich Civic Society

Councillor Farrall.

- (f) Nantwich Senior Citizens Committee
Councillors Fenton and Moran.
- (g) Trustees of Nantwich Consolidated Charities.
Councillors Farr and Moran.
- (i) Litter Volunteer group
Councillor Farrall and Councillor Lewis.
- (j) Nantwich Town Transport Group
To be appointed by the Council as and when required.

18 AUTHORISATION OF CHEQUES AND OTHER FINANCIAL DOCUMENTATION

- (a) A total of four signatories required . any two Members on each cheque, on the Royal Bank of Scotland and Treasurer's and Direct Reserve Account:-

Current Authorised Signatories – Councillors Butterill, Fenton, Lewis and Moran on the Royal Bank of Scotland current (Treasurer's) account and, where necessary, the Royal Bank of Scotland Direct Reserve account.

- (b) Mayor's (or Chairman's) Charity Fund Account Royal Bank of Scotland Nantwich:-

Current Signatories – Any two of the four Councillors named above.

- (c) Nantwich Town Council Trading Account Royal Bank of Scotland Nantwich:-

Current Signatories – The Town Clerk.

The Council is asked to **RESOLVE** that any two of the [named] four signatories plus the Chair of Finance, Councillor David Marren, and the Clerk be authorised to operate and sign documents and cheques in regard to the Royal Bank of Scotland Nantwich Town Council current (Treasurer's) account and, where necessary, the Royal Bank of Scotland Direct Reserve account

and

any two of the [named] signatories plus the Chair of Finance, Councillor David Marren be authorised to operate and sign documents and cheques in regard to the Royal Bank of Scotland Town Council Charity Fund account.

and

any one of Councillor David Marren, Councillor Arthur Moran and the Town Clerk be authorised to operate and sign documents and cheques in regard to the Royal Bank of Scotland Nantwich Town Council Trading Account

21 REPORTS OF REPRESENTATIVES

Members representing the Council on outside bodies and organisations are requested to make a brief report on matters of interest.