



04 May 2022

To: The Mayor and Members of Nantwich Town Council

You are hereby summoned to attend the Annual Meeting of Nantwich Town Council to be held at Nantwich Civic Hall on **Thursday 12th May 2022 at 6.30pm** for the transaction of the business set out in the Agenda below.

The Public and Press are welcome to attend the meeting. Questions for Public Forum should be submitted to the Clerk in writing seven days prior to the meeting.

Samantha Roberts
Town Clerk

AGENDA OF NANTWICH TOWN COUNCIL MEETING

1. 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.

The retiring Mayor, Councillor Stuart Bostock, will invest the new Mayor with the Chain of Office.

The new Mayor will introduce his Consort and she will be invested with the Consort's medallion of Office.

2. DECLARATION OF ACCEPTANCE 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 his election.

3. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

4. DECLARATION OF DISCLOSABLE PECUNIARY 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.

5. CONFIRMATION OF MINUTES

- 5.1 To receive and approve as a correct record the minutes of the meeting of the Council held on 21st April 2022. (attached)
- 5.2 To receive and approve as a correct record the minutes of the Annual Town Meeting held on 21st April 2022. (attached)

- 5.3 To receive and note the minutes of the meeting of the Finance Committee held on 24th March & 28th April 2022 and to accept and approve the recommendations contained within the minutes. (attached)

6. APPOINTMENT OF CHAPLAIN AND NOMINATION OF MAYOR'S GOOD CAUSES/CHARITIES

The Mayor will inform the Town Council of the appointment of his Chaplain. The Mayor will inform the Town Council of the Mayor's good causes/charities for the year.

7. 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.

The Councillor will come forward to be invested by the new Mayor with the Medallion of Office. The Councillor will make a formal declaration of office and sign before the Town Clerk.

8. PUBLIC FORUM

- 10.1. To receive a report from Police representatives and discuss policing issues in the town.
- 10.2. To receive representations from members of the public.
- 10.3. To receive any representations from the public on planning applications.
- 10.4. To receive any questions submitted in advance in writing.

9. APPOINTMENT OF COMMITTEES AND PANELS FOR 2022/23

To confirm the appointment of the following Committees and appoint Members to Committees and Panels of the Council.

The Town Council is asked to **RESOLVE** that Members are appointed to the various Committees and Panels of the Council, the existing membership from 2021/22 is as follows:

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

- (a) Policy Committee - 7 members
Councillors Peter Groves (Chair), Penny Butterill (Vice Chair), Carole Thomas, David Marren, Andrew Martin, Phil Staley and John Statham
- (b) Finance Committee – 7 Members.
David Marren (Chair), John Statham (Vice Chair), Arthur Moran, Pam Kirkham, Stephanie Wedgwood, David Greaves and Phil Staley.
- (c) Staffing Committee – 6 Members
Councillors Arthur Moran (Chair), Pam Kirkham (Vice Chair), Andrew Martin, Stuart Bostock, Carole Thomas, Peter Groves and David Greaves.
- (d) Tenders Sub-Committee – 3 Members
The Mayor and Chairs of Policy and Finance

10. APPOINTMENT OF REPRESENTATIVES

To appoint Members as the Council's representatives on various bodies. Representatives generally hold a 'watching brief' and are expected to report to Council any issues of significance. The existing membership from 2021/22 is as follows:

- (a) Nantwich Partnership
Councillors Thomas and Staley
NB - Councillors who are also Cheshire East Councillors for Nantwich Wards are invited to Partnership meetings in that capacity i.e. Councillors Butterill, Groves, Martin and Moran.
- (b) Nantwich in Bloom Committee
Councillors Stuart Bostock and Stephanie Wedgwood
- (c) Nantwich Museum Trust
Councillors John Statham and David Marren
- (d) Allotments Panel
Councillors Stuart Bostock and David Marren.
- (e) Nantwich Civic Society
Councillor Carole Thomas and John Statham
- (f) Nantwich Senior Citizens Committee
Councillor Arthur Moran and Carole Thomas.
- (g) Trustees of Nantwich Consolidated Charities.
Councillors Pam Kirkham and Councillor Arthur Moran.
- (h) Litter Volunteer group
Councillor David Greaves and Carole Thomas
- (i) Nantwich Food Festival Committee
Councillors Stuart Bostock and John Statham

11. AUTHORISATION OF CHEQUES AND OTHER FINANCIAL DOCUMENTATION

- (a) Any two Members on each cheque, on the Royal Bank of Scotland Treasurer's and Direct Reserve Account: -
Authorised Signatories – All Councillors 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
Authorised Signatories – Any two Nantwich Town Councillors.
- (c) Nantwich Town Council Trading Account Royal Bank of Scotland
Authorised Signatories – Any two Nantwich Town Councillors plus the Town Clerk.
- (d) Authorisation for the direct debits as detailed in the attached document

The Council is asked to **RESOLVE** that all Councillors (subject to bank permissions) plus the Town 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 the Royal Bank of Scotland Town Council Charity Fund account. the Royal Bank of Scotland Nantwich Town Council Trading Account the Skipton Building Society account the CCLA Public Sector Property Fund and Local Authorities' Property Fund.

12. STANDING ORDERS/FINANCIAL REGULATIONS

To review and approve the attached Standing Orders and Financial Regulations for 2022/23.

13. SCHEME OF DELEGATION

To review and approved the attached Scheme of Delegation including committee terms of reference for 2022/23.

14. 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.

15. COUNCILLORS TRAINING

To report on a programme of Councillor training.

16. DATES OF MEETINGS

To confirm the dates of meetings for the year 2022/23

17. BOROUGH COUNCILLORS REPORTS

To receive reports from Cheshire East Borough Councillors.

18. REPORTS OF REPRESENTATIVES

Members representing the Council on outside bodies or organisations are asked to report on matters of interest.
