

STALBRIDGE TOWN COUNCIL

Clerk: T Watson
TheHub@Stalbridge,
Station Rd, Stalbridge, Sturminster Newton, Dorset, DT10 2RG.
Tel 01963 364276.
Email: clerk@stalbridgetowncouncil.gov.uk

Date: 3rd May 2018

NOTICE OF THE ANNUAL MEETING OF THE TOWN COUNCIL

For the meeting to be held at the above address on **WEDNESDAY 9th May 2018**
commencing after the planning meeting which starts at at 7PM.

To transact the business as listed on the agenda below:

Please note that members of the public are welcome to attend all meetings of the Town Council.

Signed 
Clerk: Tracey Watson

AGENDA

Welcome to members of the public and introductions.

1. To elect a Chairman and receive the declaration of office.
2. To elect a Vice- Chairman and receive the declaration of office.
3. Community open forum.
4. To receive apologies.
5. Declarations of interest.
6. To approve the minutes of the meetings - held on 12th April 2017.
7. To receive Dorset District Councillors reports.
8. To receive the Dorset County Councillors report.
9. To receive Town Councillors reports.
10. To receive an application for grant funding form Stalbridge History Society.
11. To appoint a data protection Officer for Stalbridge TC & Sub-Committees.
12. To facilitate the external cleaning of the library roof lights. J Wardell
13. To approve the draft terms for advertising on The Ring J Wardell
14. At Jubilee play area to installation a picnic bench, top rail on the sides and back of the boundary fence and a rail at the top of the bank adjacent to the second gate.
B Newton
15. To facilitate a meet the Pharmacist event. G Carr-Jones
16. Correspondence: as detailed in annex 1a.
17. Finance.
 - a) To approve the accounts as presented in annex 1b. For payment.
 - b) To approve the quarterly financial report ending 31.03.18
 - c) To approve a transfer from the deposit account.
 - d) To approve the appointment of the internal auditor for 2017/2018 accounting period and review the terms of reference and schedule for the internal audit.
18. Review of delegation arrangements to committees, sub-committees, staff and other local authorities.
19. Review of the terms of reference for committees.
20. Appointment of members to existing committees.
21. Appointment of any new committees in accordance with standing order 4.

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22. **Approve the terms of reference for any new committees.**
23. **Review and adoption of appropriate standing orders and financial regulations.**
24. **Review of arrangements, including any charters and agency agreements, with other local authorities and review of contributions made to expenditure incurred by other local authorities.**
25. **Review of representation on or work with external bodies and arrangements for reporting back.**
26. **To make arrangements with a view to the council becoming eligible to exercise the general power of competence in the future.**
27. **Review of inventory of land and assets including buildings and office equipment.**
28. **Confirmation of arrangements for insurance cover in respect of all insured risks.**
29. **Review of the council's and/or staff subscriptions to other bodies.**
30. **Review of the council's complaints procedure.**
31. **Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.**
32. **Review of the council's policy for dealing with the press/media.**
33. **Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.**
34. **To facilitate training for new councillors and updates as required.**
35. **Clerks report on matters arising.**
36. **Date of the Next meeting** - The next Town Council meeting will be held on **Wednesday 7th June 2017**. All items for inclusion on the agenda must be received by the Clerk by 9.00am on Tuesday 30th May 2017.