



Fairford Town Council

4th May 2017

To all Members of the Council

I hereby give notice that the Annual Meeting of Fairford Town Council will be held at **7pm** in the Barker Room, The Community Centre, High Street, Fairford, on Tuesday 9th May 2017

All Members of the Council are hereby summoned to attend for the purpose of transacting the following business.

Vanessa Lawrence

Vanessa Lawrence
TOWN CLERK

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| 001 17/18 | To elect the Town Mayor |
| 002 17/18 | To receive the Town Mayor's Declaration of Acceptance of Office. |
| 003 17/18 | To elect the Deputy Mayor |
| 004 17/18 | To receive the Deputy Town Mayor's Declaration of Acceptance of Office |
| 007 17/18 | Apologies for absence |
| 008 17/18 | Declarations of Interest in Items on the Agenda |
| 009 17/18 | To remind Councillors to submit any changes to the Register of Interests to the Clerk, if applicable. |
| 010 17/18 | To approve the Minutes of the Full Council meeting held on the 11th April 2017 |
| 011 17/18 | Clerk's Report |
| 012 17/18 | To consider and agree any changes for Committee and sub-committee membership:- <ul style="list-style-type: none">• Planning Committee• Finance Committee• Works & Community Committee |

- Staffing Committee
- Procedures Committee

013 17/18 To consider and agree any changes of representatives to the following groups/organisations

- i. Palmer Hall Committee (1)
- ii. Farmor's Endowed Trust(1)
- iii. Fairford Community Centre Trustees (3)
- iv. Fairford Community Centre Management Committee (2)
- v. Cotswold Water Park (2)
- vi. Fairford Air Base links (2)
- vii. Gloucestershire Market Town Forum (2)
- viii. Police link (1)
- ix. Fairford History Society (1)
- x. Lechlade Footpaths Committee (2)
- xi. River Coln Project Team (4)
- xii. FEAG (3)
- xiii. Youth Steering Group (2)
- xiv. Lady Mico Trust (1)
- xv. Neighbourhood Development Plan Steering Group (2)
- xvi. Patients Participation Group (1)
- xvii. Fairford & Lechlade Business Club(1)

014 17/18 To agree to adjourn the meeting for Public Participation, if members of the public are present - there is a 10 minute time limit)

015 17/18 To agree to reconvene the meeting following Public Participation, if applicable.

016 17/18 Chairman's Announcements

017 17/18 To receive report from District Cllrs (see weekly bulletins e-mailed)

018 17/18 To receive report from County Cllr

019 17/18 To receive reports from meetings/events attended

020 17/18 To consider invitations to meetings (e-mailed)

021 17/18 To consider correspondence received (for information only e-mailed)

FINANCE

022 17/18 To receive the Minutes of the Finance meeting (draft)

023 17/18 To approve retrospectively payments to end of April 2017

024 17/18 To receive most recent income & expenditure figures

025 17/18 To consider and agree recommendation from the Finance Committee to approve the Annual Governance Statement 2016/17.

- 026 17/18 To consider and agree recommendation from the Finance Committee to approve the Accounting Statement, and Summary of Payments & Receipts for year ending 31st March 2017
- 027 17/18 To consider and agree payment of Internal Auditors Fees - £569.36.
- 028 17/18 To consider and agree to renew insurance policy or to select an alternative company – details of quotes on Cllrs. webpage.
- 029 17/18 To consider and agree recommendation from Finance Committee to alter schedule of Finance meetings.
- 030 17/18 To consider and agree recommendation from the Finance Committee to approve the Effectiveness of Internal Audit document.

PLANNING

- 031 17/18 To receive the minutes of the Planning committee meetings held on 18th April and 2nd May 2017

WORKS & COMMUNITY

- 032 17/18 To receive the minutes of the Works & Community Committee Meeting held on 25th April 2017
- 033 17/18 To consider and agree funding towards summer activities.

OTHER MATTERS

- 034 17/18 To consider and agree arrangements for the Annual Town Meeting on Thursday 25th May 2017
- 035 17/18 To remind Chairs to prepare a report for the Annual Town meeting.
- 036 17/18 To consider extending the scope of delegated powers to other Committees.

IN CAMERA ITEM

- 037 17/18 To select winner for the Annual Awards – Citizen of the Year Geoff Chick Award and the Albert Alder Award

Date of next meeting – 13th June 2017

These are the Agenda items as at 4th May 2017



Vanessa Lawrence
TOWN CLERK