



10 May 2019

Dear Sir/Madam,

NOTICE IS HEREBY GIVEN that an ANNUAL MEETING of the WEST MERSEA TOWN COUNCIL will be held at the COUNCIL OFFICES, WEST MERSEA on THURSDAY 16 MAY 2019 at 7.00pm and you are hereby summoned to transact the business specified hereunder.

Yours faithfully

*Petra Palfreyman*

Petra Palfreyman  
Town Clerk

### **AGENDA**

Chairman to state/request:

- The fire exit procedure
- The meeting is being recorded
- That members of the public should remain quiet while the council meeting is in progress
- That mobile phones are all switched to silent
- Comments and statements made during the public session will be noted but may not be responded to during the meeting. Where appropriate, a response may be made by telephone, email or letter at a later date. Councillors will only respond if invited to by the chairman.

- 19/094 Election of Town Mayor and Mayor to make Declaration of Acceptance
- 19/095 Election of Deputy Mayor and Deputy Mayor to make Declaration of Acceptance
- 19/096 Vote of Thanks to retiring Mayor
- 19/097 To receive apologies for absence
- 19/098 To record declarations of interests
- 19/099 Public session (15 minutes, 3 minutes per speaker)
- 19/100 To receive reports from our County and Borough Councillors
- 19/101 To confirm Minutes of the Council Meeting of 4 April 2019 - Matters arising
- 19/102 To confirm Minutes of the Council Meeting of 26 April 2019 – Matters arising

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- 19/103 To consider Planning Applications received
- 19/104 To receive notification of Planning Decisions
- 19/105 To review meeting dates
- 19/106 To confirm the Standing Orders and Financial Regulations
- 19/107 To resolve to adopt the General Power of Competence until the next Annual Meeting, as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, having met all the conditions of eligibility, being;
- at least two thirds of the council must hold office as a result of being declared elected (i.e. not co-opted).
  - the clerk must hold a recognised professional qualification (e.g. Certificate in Local Council Administration, Certificate of Higher Education in Local Policy) and have passed the 2012 CiLCA module relating to the general power of competence.
- 19/108 To approve the reappointment of Leanne Rowland as the Independent Internal Auditor for 2019/20 costing up to £500
- 19/109 To confirm the fixed assets register
- 19/110 To review the committee Terms of Reference
- 19/111 To agree Committee membership and appoint Committee Chairmen:  
Assets, Facilities and Environment Committee  
Bradwell Committee  
Cemetery Committee  
Communications Committee  
Personnel Committee  
Sports & Recreation Committee  
Transport Committee (next meeting 3 June 2019, joint with CBC)  
Waterside Forum (next meeting 11 June 2019, joint with CBC)
- 19/112 To agree working group membership and Chairmen:  
ENORI  
Finance  
Security  
Public relations  
Loft reorganisation  
CALC
- 19/113 To consider making a donation to West Mersea Beach Club
- 19/114 Mayor's Notes