



WIRKSWORTH TOWN COUNCIL

TOWN HALL, WIRKSWORTH, DERBYSHIRE DE4 4EU

Email: townclerk@wirksworth.gov.uk

Website: www.wirksworthtowncouncil.gov.uk

Clerk to the Town Council & Responsible Financial Officer:

Paul Jennings BEng (Hons), Cert ICM

Office hours: 8:30am-12:30pm Mon-Thurs

03 May 2016

Dear Councillor,

You are hereby summonsed to the Annual Meeting of Wirksworth Town Council on MONDAY 9 May 2016 at 6.30 p.m. in the Town Hall, Wirksworth.

AGENDA

1. **Election of Chair (Town Mayor) for 2016/17**
(the elected Mayor will then make the statutory declaration of acceptance of office)
2. **Apologies for Absence**
3. **Members' Interests in Agenda Items**
To enable Members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Town Council's Code of Conduct.
4. **Open Forum** (time for this session is limited to 15 Minutes ; 3 minutes per person):
 - *Public Forum (At the start of the meeting, a period is available for members of the public to address the Council)*
 - *Police Matters (A police representative may be in attendance to offer information or respond to questions from Councillors on Police matters)*
 - *Cllrs with a pecuniary interest making representations, answering questions or giving evidence relating to the business to be transacted*
 - *District & County Councillor Reports*
5. **Election of the Vice-Chair (Deputy Mayor) for 2015/16**
6. **To confirm the accuracy of the Minutes of the Meeting of the Wirksworth Town Council held on 18 April 2016** (attached)
7. **To receive the recommendations contained in Minutes of Committees:-**
 - Finance, Buildings & Personnel dated 3 May 2016 (to be circulated prior to meeting)
8. **Accounts Paid** – April 2016, in the sum of £ 16576.17 (Attached)
9. **To approve and adopt the Standing Orders for Wirksworth Town Council**
10. **To approve and adopt the Financial Regulations for Wirksworth Town Council**
11. **To receive the Internal Audit Report and consider any recommendations**
(Appendix 1 – page 5 & Appendix 1a)
12. **To approve the Annual Financial Report for Year ending 31st March 2016**
(Appendix 2)
13. **To approve the Annual Report for Year ending 31st March 2016** (Appendix 3)
Draft & format prepared for comment / approval prior to publishing on website.
14. **To approve the Annual Governance Statement (Section 1 of the Annual Return) for Year endings 31st March 2016** (Appendix 1 page 2)
15. **To appoint signatories for the Town Council Bank Accounts**
16. **To approve the Statement of Accounts (Section 2 of the Annual Return) for the year ending 31 March 2016** (Appendix 1 page 3)
17. **Review of Committee Structures, Terms of Reference** (Appendix 4) **and to appoint members to serve on the under mentioned Committees:**
 - *Environment and Town*
 - *Finance, Buildings and Personnel*
18. **Review of Working Parties, Terms of Reference** (Appendix 4) **and to appoint members to serve on the under mentioned Working Parties:**
 - *Communication*
 - *Neighbourhood Plan*
 - *Main Hall Review Hall Review*

- 19. To consider appointment of Representatives to Outside Bodies** (Appendix 5)
- 20. Delegated Decision** (Appendix 6)
Ratify decision(s) taken since last meeting
- 21. Response to DDDC Local Plan Consultation** (Appendix 7)
Draft prepared by Neighbourhood Plan Working Party



Paul Jennings
Clerk to the Town Council & Responsible Financial Officer