



EXMOUTH TOWN COUNCIL

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Town Hall,
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15 May 2015

TO: All Members of Exmouth Town Council

Dear Councillor,

The Annual Meeting of Exmouth Town Council, to which you are summoned, will take place at the Town Hall, Exmouth, in the Council Chamber on **Monday 18th May, 2015 at 7.00pm**. The meeting will consider the items set out below.

Yours faithfully

Lisa Bowman
TOWN CLERK

THIS MEETING IS OPEN TO THE PRESS AND PUBLIC

AGENDA

- 1. To elect the Chairman of the Council (Town Mayor) and to receive the Chairman's Declaration of Acceptance of Office**

Councillor Lynne Elson will propose and Councillor John Humphreys will second that Councillor Madeleine Chapman be and is hereby elected Chairman (Town Mayor) of Exmouth for the ensuing municipal year.

The Town Mayor will then make the statutory declaration of acceptance of office.

- 2. Passing of the Chain of Office from the retiring Mayor to the new Mayor**

The robing party will retire from the Council Chamber in the following order:

Town Crier
Retiring Mayor
New Mayor
Rev. James Hutchings



The robing party will then return to the Council Chamber in the following order:

Town Crier
Mayor
Rev. James Hutchings
Retiring Mayor

3. **Prayers – Rev. James Hutchings**
4. **Leader of the ruling party’s welcome to the New Mayor**
5. **Leader of the opposition’s welcome to the New Mayor**
6. **Vote of thanks by the Mayor for her election**

The Mayor will announce which charity she has chosen to support during her tenure as Mayor.

7. **Vote of thanks to the retiring Mayor, Councillor Bill Nash and his consort, Mary Nash**

Councillor M Chapman will propose and Councillor S Gazzard will second that this Council tenders to Councillor Bill Nash its sincere appreciation for the admirable, efficient and courteous manner in which he has performed the important and exacting duties as Town Mayor of Exmouth during the year ending May 2015.

- Presentation of badge by the new Mayor to the retiring Mayor
- Presentation of flowers by the new Mayor to the retiring Mayor’s consort, Mrs Mary Nash

8. **Retiring Mayor’s response** - Councillor Bill Nash will reply

9. **To elect the Deputy Chairman (Deputy Mayor) of the Council and to receive the Deputy Chairman’s Declaration of Acceptance of Office**

Councillor David Chapman will propose and Councillor John Humphreys will second that Councillor Brian Cole be and is hereby elected Deputy Town Mayor of Exmouth for the ensuing municipal year.

Councillor Brenda Taylor will propose and Councillor Tim Dumper will second that Councillor Steve Gazzard be and is hereby elected Deputy Town Mayor of Exmouth for the ensuing municipal year.

The successful nominee will make the statutory declaration of acceptance of office.

10. **Deputy Mayor invested with his Chain of Office by the Mayor**
11. **Apologies for absence**
12. **To receive any declarations of interest from Members.**
Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by Exmouth Town Council Code of Conduct for Members and by the Localism Act 2011.
13. **To approve the minutes of the meeting held on 20th April, 2015 (attached).**
14. **To confirm the continuation of the five-year contract, from November 2011 – 2016, with Ken Abraham, South and West Internal Auditors, as Exmouth Town Council's Internal Auditor for 2015/16.**
15. **To appoint members and Chairmen / Vice Chairmen to serve on standing committees of the Council (see schedule attached):**
 - (a) **Planning**
 - (b) **Regeneration and General Purposes**
 - (c) **Finance**
16. **To appoint members to serve on various working parties and outside organisations (schedule to be circulated prior to the meeting).**
17. **To reaffirm eligibility for the General Power of Competence and to give the Town Clerk delegated authority under the General Power of Competence to endorse certificates for use by recipients of foreign pensions**

An eligible council is one which has resolved to adopt the GPC, with at least two thirds of its members being declared elected and the Clerk must hold an appropriate qualification (Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012).

18. **Annual Accounts & Return**
 - a – Adoption of the Annual Accounts 2014/15
 - i - Income and Expenditure Accounts
 - ii - Balance Sheet
 - b – Acceptance of the Internal Auditor's Report
 - c – Annual Governance Statement
 - d – Annual Return to the Audit Commission
 - i - To approve section 1 & 2 of the Annual Return for the year ending 31st March 2015
 - e – Earmarked Reserves as at 31st March 2015
 - f – Asset Register

- 19. Approval of Allowances**
- To approve the Chairman's Allowance for 2015/16: £436.00
 - To approve the Members' Allowance for 2015/16: £305.00
 - To approve the mileage rate for 2015/16: 45p/mile up to 10,000 miles, 25p for 10,001 miles and over.
- 20. To confirm arrangements for the inspection of Deeds and Trust Instruments**
- a. Exmouth Projects Trust
 - b. William Adams Westwood Trust
 - c. Deeds for Pound Lane and Hamilton Lane Allotments
- 21. Urgent Business – To consider any items, which in the opinion of the Mayor should be dealt with as a matter of urgency and questions brought under Standing Order 6.2.**
- 22. To resolve that the press and public be excluded from the meeting during the consideration of item(s) in Part II of the agenda as it involves the likely disclosure of exempt information as defined in Part I, Schedule 12A of the Local Government Act 1972.**
- 23. To receive and consider reports and minutes of committees, working parties, other local bodies and the Town Clerk / Town Manager as appropriate (Standing Order 6.2).**
- Planning Committee – To receive the minutes of the meeting held on 20th April, 2015 and 5th May, 2015 and consider any recommendations therein (circulated separately with Planning agenda)
- 24. To agree to the formation of a Working Group to discuss the proposed changes to the Local Plan.**
- 25. Date of Next Meeting – 15th June 2014**

After the meeting, elected Members, Members' spouses, Officers, former Mayors, guests and family of the new Mayor and Deputy Mayor are invited to join the new Mayor in the Committee Room for a small informal reception.