



Featherstone Town Council

Mayor Making

10th May 2017

Agenda

To be held at Featherstone Community Centre, Station Lane Featherstone,
West Yorkshire, WF7 5WW
Tel: 01977 722654.
Email: towncouncil@featherstone-tc.gov.uk www.featherstone-tc.gov.uk

3rd May 2016

Dear Councillor

I write to summon you to the Annual Meeting of Featherstone Town Council which is to be held on Wednesday 10th May 2017 in Featherstone Community Centre, Station Lane, Featherstone, commencing at 6.30 pm.

Town Clerk

Moment of Reflection by Mrs Val Heaps Mayor's Chaplain

2016/17 Mayor Councillor S Vickers to review his term of office.

AGENDA

1. TO ELECT A TOWN MAYOR

To be proposed by Councillor S Vickers and seconded by Councillor G Isherwood that Councillor M Isherwood is to be appointed as Mayor.

2. SIGNING THE DECLARATION OF ACCEPTANCE OF OFFICE

3. WELCOME AND APOLOGIES RECEIVED

4. TO ELECT A DEPUTY MAYOR

To be proposed by The Mayor and seconded by Councillor Hollis that Councillor C Woodhead to be appointed as Deputy Mayor.

5. SIGNING THE DECLARATION OF ACCEPTANCE OF OFFICE

6. ELECTION OF LEADER OF THE COUNCIL

To confirm the Leader of the Council and the Members who will form the Leaders Group.

7. APPOINTMENT OF MAYOR'S CHAPLAIN

The Mayor will appoint Rev Andrew Longshaw as her Chaplain for the ensuing year.

8. RENEWAL OF THE POSITION OF MAYOR OF THE OCCASION

RECOMMENDATION: that for the forthcoming year the position is offered by the Town Mayor to a Member of the Council on the occasion that both the Mayor and Deputy Town Mayor are unable to attend a Civic function.

9. MINUTES OF THE ORDINARY MEETING HELD ON 19th APRIL 2017

To receive the minutes of the Ordinary Meeting of the Town Council held on the 19th April 2017 at 7pm. Minute numbers: 474/17 to 490/17.

10. ELECTION OF COMMITTEES WITH TERMS OF REFERENCE FOR EACH COMMITTEE.

(FEBRUARY MIN 342/16 resolved that the Committee system will continue as present and membership is to include all Members' of the Council). The Chairman and Vice Chairman of each committee are to be properly appointed at the first meeting of their committee.

TO RESOLVE:

- a) The Council confirms that it has reviewed the Terms of Reference for each Committee and that the Committees are so formed.
- b) That all Councillors are deemed to be active Members of the Events 2017 Working Party.

11. TOWN COUNCIL'S STANDING ORDERS AND FINANCIAL REGULATIONS

The new NALC documents were distributed at the March meeting of the Council for approval.

TO RESOLVE: The Council confirms that it has adopted the NALC Standing Orders and Financial Regulations.

12. ANNUAL REVIEW OF COUNCIL DOCUMENTS

- a) Health & Safety Policy
- b) Complaints Procedure
- c) Information Security Policy
- d) Freedom of Information model publication scheme
- e) How to make an Information Request
- f) Data Protection Policy

TO RESOLVE The Council confirms the adoption of the above policies.

13. REPRESENTATION ON EXTERNAL BODIES

TO RESOLVE: that the following representatives to serve on the External Bodies as below:

- i. Town & Parish Council Liaison Group – any Councillor and the Town Clerk
- ii. National Coal Mining Museum – Councillor C Tennant
- iii. Dementia Friends for the Featherstone area – Councillor M Tennant-King

14. DATES AND TIMES OF MEETINGS 2017/18

List of the dates and times of Town Council meetings for the following year as attached.

TO RESOLVE Members to approve.

15. NEXT MEETING DATES AND CLOSURE

The next meeting of the Council will be held on Wednesday 14th June at 7pm.

The **Town Mayor** will then announce that in the absence of any further business the Annual Meeting of the Town Council is closed she will ask **Rev Andrew Longshaw** to say a prayer for the occasion and invite all those present to join her for a celebratory meal.