



Stow-on-the-Wold Town Council

Stow Youth Centre, Fosseyway, Stow-on-the-Wold, GL54 1DW
Email: info@stowonthewold-tc.gov.uk Tel: 01451 832 585

Clerk & RFO - Heather Siphthorp

To: Cllrs: B Eddolls (Chairman), M Curtis (Vice chairman), P Day, S Clarke, V Davies, J Scarsbrook, J Davies, L Rixon, H Cheston, A White & M Deacon

You are hereby summoned to the **ANNUAL COUNCIL MEETING**
to be held at the above address on **THURSDAY 16TH MAY 2019 at 7.00 pm** for the purposes
of transacting the following business

Heather Siphthorp
Clerk & RFO of the Council

Dated: 7th May 2019

A G E N D A

Public participation*

1. a) To elect a chairman to hold office until Annual council meeting in May 2020
b) For newly elected chairman to sign Declaration of Acceptance of Office
2. a) To elect a vice chairman to hold office until Annual council meeting in May 2020
b) For newly elected vice chairman to sign Declaration of Acceptance of Office
3. Apologies for absence
4. Chairman's announcements
5. To confirm that all members of council have signed their Acceptance of Office
6. To remind members that the completion of Register of Members' Interests form must be completed within 28 days of election
7. Declarations of interests on items on the agenda
8. Questions from members of the public
9. To confirm council meets the criteria set out by the Secretary of State in the Localism Act 2011, Section 8 and can therefore resolve to adopt and use the General Power of Competence with immediate effect
10. To appoint members to council committees
11. To appoint representatives to the following bodies and to resolve that whoever is appointed will remain in post for the remainder of 4 year term of office and therefore offering continuity:-
 - Neighbourhood Plan Group
 - a) To elect a chairman
 - b) To appoint council representatives to the group
 - Stow Mangersbury Action Group (SMAG)
 - Silver Group
 - Trustee of St Edward's Hall
 - Trustees of St Edward's Almshouses
 - Liaison with Gloucestershire Market Town's Forum
 - Stow Social Club Committee
 - Stow Community Land Trust
12. Minutes – to sign as a correct record the minutes of council meeting held on 25th April 2019
13. Clerk's report & matters arising from minutes of meeting held on 25th April 2019
14. Report from Ward District Cllr Dilys Neill
15. Report from County Cllr Nigel Moor, Cotswold Division - Stow on the Wold

***Public participation** (up to 15 minutes) – If you wish to speak about any concerns you wish to draw to the Council's attention, you may speak for up to 3 minutes, when directed to do so by the Chairman.

Rules dictate that members of the public may not take part in the Town Council Meeting unless invited to do so by the Chairman and that Councillors can only make decisions on items included on the Agenda.

16. Police report
17. To discuss and comment on the Internal Auditor's report for final year end checks to 30th March 2019
18. To appoint a member of council to act as point of contact outside of office hours for the wedding event which is taking place on Saturday 22nd June 2019 on QEII field
19. To approve year end bank, cash and investment reconciliation as at 31st March 2019
20. To confirm and approve Section 1 – Annual governance statement for 2018/19
21. To confirm and approve Section 2 – Accounting statements 2018/19
22. Notice of date of commencement of period for the Exercise of Public Rights for accounts for year ending 31st March 2019 – commences on 17th June and ends on 26th July 2019
23. To approve bank reconciliation to 30th April 2019
24. To approve expenditure to date for May 2019
25. To discuss and approve the layout of Town Newsletter and if concept is approved to agree frequency and when the first edition should be published
26. Clerk/Councillor training courses and expenditure approval
 - i) Do any members wish to attend training on “Being a better councillor” and to gain expenditure approval if appropriate for the following for any of the following dates:-
 - Wednesday 26th June 2019** at Highnam Community Centre at £95 per delegate
 - Saturday 29th June 2019** at Upper Rissington Village Hall at £60 per delegate
 - Wednesday 10th July 2019** at Bourton on the Water Parish Council at £95 per delegate or
 - Thursday 5th September 2019** Highnam Community Centre at £95 per delegate

***Note** all courses run from 9.30 – 4.30 pm with exception of Upper Rissington which will commence at 10.00 am to 4.30 pm.*
27. To discuss any correspondence received by council that needs action
 - i) Does anyone wish to attend a joint GRCC & CPRE event on 17th July 2019 from 9.45 am to 4.00pm at Gambier Perry Hall, Highnam, Gloucestershire GL2 8DG on “Delivering Affordable Rural Housing to Meet Local Needs: What Communities can do”. In the afternoon there will be visit to two nearby completed schemes at a cost of £25 per person
 - ii) Does anyone wish to attend Fields in Trust (FIT), AGM on Tuesday 4th June 2019 at 1.30 pm at FIT headquarters in West London?
28. Any other business (items to be discussed at the next meeting)
29. Meeting Closed
30. Date of Next Meeting – **Thursday 28th June 2019 at 7.00 pm**

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