



GILLINGHAM TOWN COUNCIL

The Town Hall, School Road, Gillingham, Dorset SP8 4QR
Tel: 01747 823588 Email: gtc@gillinghamdorset-tc.gov.uk

ANNUAL COUNCIL

All members of the Gillingham Town Council are summoned to the **Annual Council Meeting** to be held on **Monday 13th May 2019** in the Jubilee Room at the Town Hall, School Road, Gillingham, Dorset commencing at 7.30pm.

J. Hawkins

3rd May 2019

Mrs Julie Hawkins
Town Clerk

Prior to the start of the meeting Members are invited to join the Mayor in the Council Chamber at 7.28pm for an Opening Statement.

All in attendance should be aware that filming, recording, photographing or otherwise being reported about may occur during the meeting. A designated area is set aside for members of the public not actively participating in the meeting where there will be no filming or photographs taken.

AGENDA

1. To elect the Mayor for the Council Year 2019-2020 and to formally ask the member elected to sign the Declaration of Acceptance of Office following the election.
2. To elect the Deputy Mayor for the Council Year 2019 -2020 and to formally ask the member elected to sign the Declaration of Acceptance of Office following the election.
3. To receive apologies for absence.
4. To approve the minutes of the last meeting of the Full Town Council held on 23rd April 2019.
5. Questions.
6. Declarations of Interest: Members are required to comply with the requirements of Section 27 of the Localism Act 2011 disclosable pecuniary interests.
7. To consider and agree the draft Terms of Reference for the Standing Committees.

8. To appoint membership of the following committees (preference forms circulated to members prior to the meeting):
 - a) General Purposes
(i) Committee members (Total of 12 members); (ii) Chairman; (iii) Deputy Chairman.
 - b) Planning Committee
(i) Committee members (Total of 12 members); (ii) Chairman; (iii) Deputy Chairman.
 - c) Finance Committee
(i) Committee members (Total 12 members); (ii) Chairman; (iii) Deputy Chairman.
9. To declare the following ward vacancies and to recommend co-option:
 - a) 3 x Town Ward
 - b) 2 x Ham Ward
10. To consider and agree the appointment procedure for town councillor co-option, as follows:
 - a) timetable for advert, application form, interview and appointment; and,
 - b) advertisement for display on noticeboards, web site and social media.
11. To receive the annual accounts for Reads Charity.
12. To receive matters pertinent to this meeting. Note: Members are advised that inclusion of any item is at the Chairman's discretion and that a Council cannot lawfully decide upon any matter which is not specified in the summons (agenda).

Closure.

Public Questions

Attached:

Agenda Item No 7: Draft Terms of Reference for the Standing Committees.

Agenda Item No. 8: Committee preference forms.

Agenda item No. 10a: Draft application form.

Agenda item No. 10b: Draft advertisement for display.

To follow:

Agenda item no. 10a: Draft Town Councillor Co-option Timetable.