



# GILLINGHAM TOWN COUNCIL

## ANNUAL COUNCIL

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

Dear Sir/Madam

All members of the Gillingham Town Council are summoned to the **Annual Council Meeting** to be held on **Tuesday, 29<sup>th</sup> May 2018** in The Jubilee Room, Town Hall, School Road, Gillingham, commencing at 7.30pm.

23<sup>rd</sup> May 2018

Sylvia J Dobie  
Town Clerk

Prior to the start of the meeting Members are invited to join the Mayor in the Jubilee Room 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 receive apologies for absence.
2. To elect the Mayor for the Council Year 2018-2019 and to formally ask the member elected to sign the Declaration of Acceptance of Office following the election.
3. To elect the Deputy Mayor for the Council Year 2018 -2019 and to formally ask the member elected to sign the Declaration of Acceptance of Office following the election.
4. To approve the minutes of the last meeting of the Full Town Council held on 23<sup>rd</sup> April 2018.
5. Questions.
6. Declarations of Interest: Members are required to comply with the requirements of Section 27 of the Localism Act 2011 discloseable pecuniary interests.
7. To formally receive and approve the Section 1 - Annual Governance Statement F.Y. 2017-18 of the audited accounts - (attached).
8. To formally receive and approve Section 2 – Annual Governance Statement F.Y. 2017-18 of the audited accounts - (attached).

**Annual Council – Tuesday, 29<sup>th</sup> May 2018 (continued):**

9. Appointment of Committees and Chairman/Deputy Chairman (each Committee will include, ex-officio, the Mayor and Deputy Mayor, with the exception of the Planning Committee, when they are already members of the NDDC Development Management Recommendations Committee) - (preference form with members first and second choices attached):
- a) General Purposes
    - (i) Committee members (Total of 11 members). (ii) Chairman. (iii) Deputy Chairman.
  - b) Planning Committee
    - (i) Committee members (Total of 11 members). (ii) Chairman. (iii) Deputy Chairman.
  - c) Policy and Resources
    - (i) Committee members (Total 11 members). (ii) Chairman. (iii) Deputy Chairman.
  - d) Staff and Salaries Committee
    - (i) Committee members (Total 7 members). (ii) Chairman. (iii) Deputy Chairman.
10. To determine the Appointments to Other Organisations and Outside Bodies 2018-19 - (attached).
11. To receive the following Committee reports for consideration and adoption:
- a) General Purposes Committee meeting held on Tuesday 8<sup>nd</sup> May 2018.
  - b) Planning Committee interim meeting held on Monday 23<sup>th</sup> April 2018 and Planning Committee meetings held on: Monday 14<sup>th</sup> May and Monday 21<sup>st</sup> May 2018.
  - c) Staff and Salaries Committee meeting held on Monday 21<sup>st</sup> May 2018.
  - d) Policy and Resources Committee meeting held on Monday 21<sup>st</sup> May 2018.
12. To receive the Calendar of Meetings for 2018-19 - (attached).

Closure.

**Attached:**

- Draft committee preference form.
- Appointment to Other Organisations and Outside Bodies
- Calendar of Meetings
- Audited Accounts – Section 1 and Section 2

***NB: Due to Mayor Making reports from County Councillors, District Councillors and outside organisation are not presented at the Annual Council Meeting and, if received, will not be tabled but circulated with the minutes for information.***

**All those in attendance are invited to join  
the Mayor for light refreshments after the meeting.**