



WHITBY TOWN COUNCIL

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8th May 2018

Dear Sir/Madam

YOU ARE HEREBY SUMMONED to attend the Annual Meeting of the Town Council of Whitby, to be held in Pannett Art Gallery, Pannett Park, Whitby on **Tuesday, 15th May 2018 at 6.45 pm**; the agenda for which is set out below.

Yours faithfully


Mrs P A Dobson
Town Clerk

To: The Town Mayor & Members
Whitby Town Council

Copies to Whitby Gazette, Whitby Library, Borough & County Councillors

NOTICE OF MEETING – Public Notice of the Meeting is given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972

AGENDA

1. **ELECTION OF TOWN MAYOR OF WHITBY 2018/2019**
To receive nominations for the Office of Town Mayor
2. **DECLARATIONS OF ACCEPTANCE OF OFFICE** – to sign declaration of Acceptance of Office as Chairman/Town Mayor
3. **APOLOGIES FOR ABSENCE** - To receive apologies for inability to attend.
4. **ELECTION OF DEPUTY TOWN MAYOR OF WHITBY 2018/9**
To receive nominations for the Office of Deputy Town Mayor
5. **DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS OR ANY OTHER INTERESTS**
To declare any disclosable pecuniary interests or any other interests not recorded in their Register of Interests which members may have in the following agenda items and consider any dispensation requests.

6. PUBLIC PARTICIPATION SESSION:

The Chairman will suspend Standing Orders for up to 15 minutes to allow members of the public to ask questions, make statements or give evidence about business items on the agenda (limited to 3mins per person).

7. MINUTES – To sign as a correct record the Minutes of the following Council meeting (copy herewith)

a) Ordinary Meeting of Whitby Town Council held 1st May 2018

8. ACTIONS REQUIRED IN ACCORDANCE WITH STANDING ORDERS AT THE ANNUAL COUNCIL MEETING STANDING ORDER 2Jiii TO 2Jxvi

- 2Jiii Review and Revision of Delegation arrangements to Committees, sub committees, employees and other local authorities.
- 2Jiv Review of Terms of Reference (Copies in Councillors handbook)
- 2Jv Receipt of Nomination of Members To Committees - To receive nominations from Councillors to their preferred Committees (Copy attached) – **Councillors should complete the enclosed nomination forms to indicate the Committees they wish to be nominated for and return to the Office NOT LATER THAN noon on the day before the meeting. (Monday 14th May 2018)**
- a) To appoint the Planning Committee for 2018-2019 (7)
- b) To appoint the Finance Policy and General Purposes Committee for 2018-2019 (7)
- c) To appoint the Human Resources Committee for 2018-2019 (7)
- d) To appoint the Pannett Art Gallery Committee 2018-2019 (7)
- e) To appoint the Pannett Art Gallery and Whitby Museum Joint Management Committee for 2018-2019 (9 in total = 7 members of Pannett Art Gallery plus Chairs of Human Resources & Finance Policy and General Purposes Committee)
- f) To appoint the Town Development & Improvement Committee for 2018-2019 (7)
- g) To appoint the Harbour Committee for 2018-2019 (7)
Sub Committees will be appointed at the first meeting of the parent Committee
- 2Jvi Appointment of any new committees – if required
- 2Jvii Review and Adoption Of Appropriate Standing Orders (adopted January 2016) and Financial Regulations (adopted August 2017)
- 2Jviii Not currently applicable to WTC
- 2Jix Review of representation on Working Parties and External Bodies and arrangements for reporting back and Nomination Of Members To Represent The Council On External Bodies – To nominate Councillors for the vacancies on outside bodies (copy attached) **Councillors should complete the enclosed nomination forms to indicate the Working Parties and External Bodies they wish to be nominated for and return to the Office NOT LATER THAN noon on the day before the meeting. (Monday 14th May 2018)**
- 2Jx Not currently applicable to WTC
- 2Jxi Delegated to 1st meeting of Finance Policy & General Purposes Committee
- 2Jxii Delegated to 1st meeting of Finance Policy & General Purposes Committee
- 2Jxiii Delegated to 1st meeting of Finance Policy & General Purposes Committee
- 2Jxiv Delegated to 1st meeting of Finance Policy & General Purposes Committee
- 2Jxv Delegated to 1st meeting of Finance Policy & General Purposes Committee
- 2Jxvi Delegated to 1st meeting of Finance Policy & General Purposes Committee

9. DATES OF MEETINGS – Provisional dates for Full Council and Committees (copy herewith)