



'Committed to Improving the Quality of Life in North Hykeham'

North Hykeham Town Council

Town Clerk: Mrs M Parker
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11th May 2023

Notice is hereby given that the Annual General Meeting of the Town Council is to be held in the Council Chambers, Civic Offices Fen Lane on Tuesday 16th May 2023 at 7pm, at which the under mentioned business will be transacted.

Prior to the commencement of the meeting, in accordance with the Public Bodies (Admissions to meetings) Act 1960, a public forum will be held from 7.00pm for a maximum of 15 minutes where members of the public may ask questions or make short statements to the Council.

Yours faithfully

M Parker

Mrs M Parker
Town Clerk

AGENDA

1. Signing of Declarations of Acceptance of Office and consideration to permit Councillors not present at this meeting to sign their Acceptance of Office before or at a future (specified) meeting.
2. Election of Chair of Council (Mayor) and signing of the Acceptance of Office.
3. Election of Vice Chair of Council (Deputy Mayor).
4. Apologies for absence and acceptance of reasons given to the Clerk prior to the meeting.
5. Co-optio of Town Councillors to fill vacancies on Meadow and Moor Ward in accordance with Standing Order No.5(j) and the Representation of the Peoples Act 1985, s21, to fill any vacancies left unfilled at the election by reason of insufficient nominations.
6. Receipt of any Declarations of Members Interest under the Localism Act 2011.
7. Notes of the Town Council meeting held on 27th April 2023 to be approved as the Minutes.
8. Declaration of eligibility to use the General Power of Competence, as per the Localism Act 2011.
9. Review and consideration to accept the Councillors' Attendance at Meetings Register 2022/23.
10. Consideration to adopt the Standing Orders, Financial Regulations and Financial Controls, and Code of Conduct as reviewed and recommended by the Finance and Policy Committee.
11. Election of the Chair of Finance & Policy Committee (and Personnel sub-committee) - 4 year term of office.
12. Review of the Council's Statutory Committees and Sub-Committees structure, to include review of the Terms of Reference (TORs) and the ratification of membership (with regards to the following Statutory Committees and Sub-Committees:
 - a) Community Committee
 - b) Estates & Operations Committee
 - c) Finance & Policy Committee

- d) Planning Committee
- e) Personnel Sub Committee
- f) Strategic Planning Sub Committee

13. To fill/confirm vacancies on outside bodies.