



NOTICE OF NEXT COUNCIL MEETING

Meeting of... **ANNUAL TOWN COUNCIL**
Time... **19.00**
Date... **TUESDAY 4 MAY 2021**
Place... **ZOOM ONLINE**

Join Zoom Meeting

<https://zoom.us/j/93039660373?pwd=Z3Y3QWIEaHhtaGswcVNIVXBVVkNIQT09>

Meeting ID: 930 3966 0373

Passcode: 962219

PUBLIC PARTICIPATION: In accordance with Standing Orders, a maximum of 30 minutes is set aside before the meeting commences to enable members of the public to bring issues relevant to the Agenda to the attention of Councillors. Up to 5 minutes is allowed for each person. Members of the public will only be permitted to speak during the Public Participation agenda item.

Councillors will be discussing all the items listed on the agenda below.

AGENDA

PAPER

- | | | |
|-----------------|--|----------------------|
| TC 21/01 | To Elect Chairman/Mayor of the Town Council for the Municipal Year 2021-2022 – Declaration of Acceptance of Office will be signed at the meeting in the presence of Council and displayed on screen to confirm signature. | |
| TC 21/02 | To Elect Vice Chairman/Deputy Mayor of the Town Council for the Municipal Year 2021-2022 – Although not legally required for the Vice Chair/Deputy Mayor, a Declaration of Acceptance of Office will be signed at the meeting in the presence of Council and displayed on screen to confirm signature. | |
| TC 21/03 | To Receive and Accept apologies for absence (LGA 1972 s85 (1)) | |
| TC 21/04 | To Record any declarations of interest Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations) | |
| TC 21/05 | To Approve minutes of the Town Council meeting held on 27 April 2021 – LGA 1972, sch 12, para 41 | A - To Follow |

TC 21/06	To Appoint Members to Committees and Sub-Committees for the Municipal Year 2021-22 – Appointment of Chairs of Committees to be in accordance with Standing Order 4b	B
TC 21/07	To Review Representatives to Outside Bodies, Appoint Representatives and Review Arrangements for Reporting Back	C
TC 21/08	To Approve Accounts for Payment	D - To Follow
TC 21/09	Matters for Forthcoming Agendas No decisions can be taken ¹ <ul style="list-style-type: none"> • Review of Terms of Reference for Committees • Review and Adoption of Financial Regulations • Review of Inventory of Land and Other Assets Including Buildings and Office and Grounds Maintenance Equipment • Confirmation of Arrangements for Insurance Cover in Respect of all Insurable Risks • Review of the Council's and/or Staff Subscriptions to Other Bodies • Review of the Council's Complaints Procedure • Review of the Council's Policies, Procedures and Practices in Respect of its obligations under Freedom of Information and Data Protection Legislation • Review of the Press/Media Policy • Annual Calendar of Meetings 	Verbal
TC 21/10	To Agree a date and time for the next meeting – To be confirmed.	
TC 21/11	Close of meeting	

¹ Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)



ANNUAL CORFE MULLEN TOWN COUNCIL MEETING – REPORT

Meeting Date: 4 May 2021

Agenda Item: TC 21/06

Paper: B

Subject:	To Appoint Members to Committees and Sub-Committees for the Municipal Year 2021-22
Prepared By:	Nicola Gray, Town Clerk
Purpose of Report:	To Appoint Members to Committees and Sub-Committees for the Municipal Year 2021-22
Background:	Following the election of the Mayor and Deputy Mayor of the Council at the Annual Meeting, the business includes under Standing Order 5, Ordinary Council Meetings, 5j vii - Appointment of members to existing committees.
Key Points:	<p>Current members of Committees and Sub-Committees were appointed at the Annual Meeting of the Council on 14 May 2019 as follows:</p> <p>Planning Committee: Cllr M Barron Cllr D Everett Cllr A Holland Cllr B Honeyman Cllr T Howard Cllr D Mattocks Cllr J Stennett Cllr D Sowry-House</p> <p>Community Services Committee: Cllr M Barron Cllr A Craven Cllr P Holland Cllr S Jefferies Cllr J Lortie Cllr D Mattocks Cllr P Purvis Cllr D Sowry-House</p> <p>Finance & Administration Committee: Cllr A Craven Cllr P Harrison Cllr A Holland Cllr P Holland Cllr T Howard Cllr P Purvis Cllr J Stennett Cllr D Sowry-House</p> <p>Staffing Sub-Committee: Cllr B Honeyman Cllr J Lortie Cllr P Holland</p>

	Cllr S Jefferies Cllr D Sowry-House
Implications:	If members are not appointed, the Council would not be compliant and legal against its Standing Orders. A minimum of 8 members should be appointed to the Planning, Community Services and Finance & Administration Committee's and a minimum of 5 members to the Staffing Sub-Committee to be quorate.
Recommendation:	To appoint members to Committees and Sub-Committees.



ANNUAL CORFE MULLEN TOWN COUNCIL MEETING – REPORT

Meeting Date: 4 May 2021

Agenda Item: TC 21/07

Paper: C

Subject:	To Review Representatives to Outside Bodies, Appoint Representatives and Review Arrangements for Reporting Back
Prepared By:	Nicola Gray, Town Clerk
Purpose of Report:	To Review Representatives to Outside Bodies, Appoint Representatives and Review Arrangements for Reporting Back
Background:	Following the election of the Mayor and Deputy Mayor of the Council at the Annual Meeting, the business includes under Standing Order 5, Ordinary Council Meetings, 5j xi - Review of representation on or work with external bodies and arrangements for reporting back.
Key Points:	<p>Representation to outside bodies was reviewed at the Annual Meeting of the Council on 14 May 2019 with no changes made and the following members were appointed as representatives to outside bodies as follows:</p> <ul style="list-style-type: none"> • DAPTC Eastern Area Committee: Cllr B Honeyman (one vacancy) • DAPTC Towns & Larger Parishes Committee: Cllr P Holland and Cllr T Howard • Beacon Hill Liaison Sub-Committee: Cllrs S Jefferies and Cllr D Sowry-House • Corfe Mullen Sports Association: Cllr P Harrison and Cllr B Honeyman • Corfe Mullen Youth Trust: Cllr J Lortie <p>Representative's report to the Clerk when they have attended a meeting and an agenda item is placed on the next available Council meeting for the representative to report back.</p>
Implications:	<p>If representatives are not appointed, the Council would not be compliant with its Standing Orders.</p> <p>Representation to outside groups and bodies maintains good working relationships with the Council and provides information about community needs.</p>
Recommendation:	To appoint members as representatives to outside bodies.