



CAMELFORD TOWN COUNCIL

Town Clerk: Laura Murphy

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TO MEMBERS OF THE COUNCIL:

Councillors: R Rotchell (Mayor), S Bond (Deputy Mayor), A Burgis, M Coombes, S Elford, E Grigg, M Ginger, C Hewlett, A Scawn, A Shaw, J Thomson.

Dear Members

I hereby give you notice that the Annual Meeting of Camelford Town Council will be held on **Tuesday 7th May at Town Hall, Camelford at 7.00pm.**

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours sincerely,

Laura Murphy

Laura Murphy, Town Clerk.

Press and Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

1. To Elect Mayor & Deputy Mayor.

Nominations for Mayor: Cllr Rotchell

Nominations for Deputy Mayor: Cllrs Hewlett & Bond

To **complete** Acceptance of Office.

2. To receive Apologies for absence with reasons

3. To note Councillors present

4. To receive Declarations of Interest & Approve Dispensations

5. Public question time (15 minutes allowed for this)

6. To receive and approve the Minutes of:

Ordinary Meeting 16th April 2024

7. To receive Clerk's report

Matters arising from the Minutes.

8. Planning

PA24/00489 - Camelford Football Ground Roughtor Road Camelford Cornwall PL32 9PU-Reserved Matters application for the construction of 39 dwellings (including affordable housing). Details following application no. PA17/04617 dated 20/04/18

9. Correspondence

none

10. To Elect committee members & members to outside bodies

- a. To **note** Mayor is automatically an additional member to each group
- b. To **appoint** 4 members to the Estate and Properties Committee, and appoint the chair from those members
- c. To **appoint** 4 members to the Strategic, Economic & Planning Committee, and appoint the chair from those members
- d. To **appoint** 4 members to the Events Committee, and appoint the chair from those members
- e. To **appoint** 4 members to the Finance & Staffing Committee, and appoint the chair from those members
- f. To **appoint** 1 member to board of Camelford Hall Trustees
- g. To **appoint** 1 member to represent CTC at Camelford Leisure Centre Meetings
- h. To **appoint** 1 member to represent CTC at Camelford Area Partnership Meetings

11. Agenda Items

- a. To **Note** CTC retains to have the General Power Competence
- b. To **resolve** to set the dates and times of Ordinary Council Meetings & Committees for 2024/25
- c. To **resolve** to adopt Financial Regulations 2024, Code of Conduct 2024, Standing Orders 2024, Pay Policy Statement 2024, Annual Transparency Code Statement 2023-24
- d. To **note** minutes of Finance and Staffing Committee
- e. To **note** Q4 Expenditure to budget report
- f. To **resolve** on Ear-Marked Reserves
- g. To **note** year end Internal Auditor report. No action required.
- h. To **confirm** whether a conflict of interest with BDO LLP exists (external auditor)
- i. To **resolve** to **approve** the Annual Governance Statement 2023/24
- j. To **resolve** to **approve** the Annual Accounting statements 2023/24

12. Accounts

- a. To **resolve** to use online banking to pay accounts outstanding where possible
- b. To **resolve** to use direct debit for variable utility and monthly payments

13. To note items for 21st May 2024 Agenda