



PATELEY BRIDGE TOWN COUNCIL

The Council Chamber, King Street
Pateley Bridge, HG3 5LE

tel: 07751 571374 clerk@pateleybridgetowncouncil.gov.uk

Tuesday 27th April 2021

To: All Pateley Bridge Town Councillors: (Councillors Anson, Brackley, Hesselden, Holt, Jefferson, Leggett, Lumley, Marshall, Skaife, C Thompson and N Thompson)

You are hereby summoned to attend the Annual Meeting of Pateley Bridge Town Council to be held on **Tuesday 4th May 2021 at 6.30pm**. In accordance with Regulation 5 of *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*, this meeting will be held remotely using video conferencing technology.

Parishioners are welcome to attend. Please email the Clerk for information on how to do this.

Laura Jowett

Clerk to the Council

AGENDA

- 1. Election of the Mayor and Chairman for 2021-2022**
- 2. To receive the Mayor's Declaration of Acceptance of Office**
- 3. Apologies for absence**
 - a) To receive apologies for absence given in advance of the meeting
 - b) To consider the approval of reasons given for absence
- 4. To receive Councillors' Declarations of Interest and consider any requests for dispensations**
- 5. Election of the Deputy Mayor**
- 6. Committees**
 - a) Election of members to committees
 - b) To elect the chairs of committees
 - c) To review the Terms of Reference for the following committees:
 - i) Finance Committee

- ii) Joint Liaison Committee
- iii) Mayor's Fund Committee

- d) To receive and approve the Terms of Reference for the following committees:
 - i) HR Committee
 - ii) Christmas Lights Committee

7. Appointment of council representatives to other organisations

8. Policies

To receive and confirm

- a) Standing Orders
- b) Financial Regulations
- c) Complaints Procedure
- d) Council's policies, procedures and practices in respect of its obligations under Freedom of Information and Data Protection legislation.

9. Documents

To receive and approve

- a) The Council's Risk Assessment
- b) The Asset Register

10. To note the renewal of the Town Council's insurance

11. To receive the dates of council meetings and those of committees for the coming Civic Year