

Shirebrook

Town Council

9th of May 2024

FAO: Elected Members

RE: Annual Meeting of Shirebrook Town Council

You are hereby summoned to attend the **Annual Meeting** of the Council, to be held on **Wednesday the 15th of May 2024 at 6:30pm** (Or immediately following the Annual Town Meeting which is being held at 6pm) at **Shirebrook Town Hall, 209 Station Road, Shirebrook, Derbyshire, NG20 8AF**, for the purpose of transacting the following business.

Yours Faithfully



Mrs Jennifer Jeffery
Town Clerk & RFO

ADDRESS: Shirebrook Town Hall, 209 Station Road, Shirebrook, Derbyshire, NG20 8AF

TELEPHONE: 01623 742475 **FACSIMILE:** 01623 742544

E-MAIL: enquiries@shirebrooktowncouncil.gov.uk

AGENDA

- 2024/049** TO ELECT THE TOWN COUNCIL CHAIRMAN FOR THE ENSUING YEAR.
- 2024/050** TO RECEIVE SIGNED DECLARATION OF ACCEPTANCE OF OFFICE FROM NEWLY ELECTED CHAIRMAN.
- 2024/051** TO ELECT THE TOWN COUNCIL VICE CHAIRMAN FOR THE ENSUING YEAR.
- 2024/052** TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE.
- 2024/053** TO RECEIVE DECLARATIONS OF INTEREST.
- 2024/054** TO APPROVE THE MINUTES OF THE ANNUAL ELECTOR'S MEETING HELD 17TH MAY 2023.
- 2024/055** TO APPROVE THE MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD 17TH MAY 2023.
- 2024/056** TO REVIEW AND APPROVE THE SCHEDULE OF MEETINGS FOR THE ENSUING YEAR.
- 2024/057** TO REVIEW AND APPROVE STANDING ORDERS.
- 2024/058** TO REVIEW AND APPROVE CODE OF CONDUCT.
- 2024/059** TO REVIEW AND APPROVE FINANCIAL REGULATIONS.
- 2024/060** TO REVIEW AND APPROVE PRESS & MEDIA POLICY.
- 2024/061** TO REVIEW AND APPROVE INSURANCE SCHEDULE.
- 2024/062** TO REVIEW AND APPROVE ASSET REGISTER.
- 2024/063** TO REVIEW AND APPROVE RISK ASSESSMENT DOCUMENTS.
- 2024/064** TO NOMINATE MEMBERS TO COMMITTEES AND TO AGREE CHAIRMAN AND VICE CHAIRMAN FOR EACH COMMITTEE.
- a. LEISURE COMMITTEE (7 PLUS COUNCIL CHAIRMAN & VICE CHAIRMAN)
 - b. OPERATIONS COMMITTEE (7 + PLUS COUNCIL CHAIRMAN & VICE CHAIRMAN)
 - c. FINANCE COMMITTEE (5 INCLUDING COUNCIL CHAIRMAN & VICE CHAIRMAN)
 - d. PERSONNEL COMMITTEE (4 INCLUDING COUNCIL VICE CHAIRMAN)
- 2024/065** TO APPOINT INTERNAL AUDITOR FOR THE ENSUING YEAR.
EXISTING AS FOLLOWS;
Mrs Joanna Simonds
- 2024/066** TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES.
EXISTING AS FOLLOWS;
- | | |
|-----------------------------|------------------------------|
| Bolsover Partnership | Cllrs S Fritchley and C Kane |
| Pleasley Conservation Group | Cllr C Kane |
| BDC Parish Council Liaison | Cllrs S Fritchley and C Kane |
| Neighbourhood Watch Liaison | Cllr B Murray-Carr |
- 2024/067** TO AUTHORISE BANK SIGNATORIES
EXISTING AS FOLLOWS;
Co-operative – Town Council Cllrs C Kane, J Lewis and M Stockdale
- 2024/068** DATE OF NEXT ANNUAL MEETING.
Will be set at 14th May 2025 if the meeting schedule is approved.