



PREESALL TOWN COUNCIL

10 May 2023

Dear Councillor

You are hereby summoned to attend the Annual Meeting of Preesall Town Council on Monday 15 May 2022 at **7.30pm** at the Youth and Community Centre, Lancaster Road, Preesall.

Andrea Kay

Clerk to the council

AGENDA

1 Election and investiture of Mayor for 2023/24

The Mayor Councillor Kath Shepherd will welcome everyone to the meeting and will invite nominations for Mayor.

Councillor Robert Drobny will give a short speech ending with the proposal:-

That Councillor Janet Lewin be elected to the office of Mayor of Preesall Town Council for the municipal year 2023/24.

Councillor Orme will second the proposal.

Councillors will be asked to agree to the proposal.

2 Investiture of Mayor

The Mayor will sign the Declaration of Acceptance of Office.

Councillor Kath Shepherd will hand over the chain of office.

Telephone 07739 868212

Email: clerk@preesalltowncouncil.org

3 The Mayor will address the Meeting

At the end of her address Councillor Lewin will propose a vote of thanks to the retiring Mayor and Deputy Mayor.

4 Declarations of acceptance of office by Councillors

a) To confirm all declarations of office have been signed. The Clerk will read out which councillors have signed their declaration of acceptance of office and invite them to make a verbal affirmation of their acceptance and agreement to abide by the Code of Conduct

b) To decide if the council will agree to any declarations of acceptance of office which have not been received, as provided by law, to be signed at a later fixed date or whether the office be declared vacant.

5 Election of Deputy Mayor for 2023/24

Councillor Lewin will give a short speech ending with the proposal:-

That Councillor Tony Johnson be elected to the office of Deputy Mayor of Preesall Town Council for the municipal year 2023/24.

Councillor Karen Woods will second the proposal.

The Mayor will ask councillors to agree to the proposal.

The Deputy Mayor will sign the Declaration of Acceptance of Office.

The Mayor will hand over the chains of office to Councillor Tony Johnson and Mrs Johnson.

6 Apologies for absence

7 Declaration of interests

To receive disclosures of pecuniary and non-pecuniary interests from councillors on matters to be considered at the meeting.

8 Minutes of the last meeting

Councillors are asked **to approve** as a correct record the minutes of the meeting held on 17 April 2023.

9 Review of delegation arrangements to the clerk

A copy of the clerk's delegations has been **emailed**. Councillors are asked to consider removing the additional delegations incorporated at the time of the Covid pandemic.

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10 Review of the terms of reference for committees and delegation arrangements

Terms of reference for the following committees are **emailed**:

Civic Events
Finance
Personnel.

Councillors are asked **to review and approve** the terms of reference and delegation arrangements for the committees and **to determine** whether additional committees are required.

11 Appointment of members to existing committees

Current members are:

Civic Events: Cllr Shepherd; Cllr Orme; Cllr Drobny; Cllr Johnson; Cllr Woods.

Finance: Cllr Orme; Cllr Lewin; Cllr Shepherd, Cllr Woods.

Personnel: Cllr Johnson; Cllr Woods.

Councillors are asked to note that the Mayor cannot be a member of the personnel committee.

Councillors are asked to note that they have previously resolved that the Mayor be a member of the civic events committee during their year in office.

12 Appointment of members as subject leads and outside body representatives

Councillors are asked **to decide** which councillor/s will represent the council on each of the following:

Outside body representatives:

Best Kept Village

FOKEL

Gala

Health (all aspects)

Lancashire Association of Local Councils (Wyre Area Committee) - (all councillors have a right to attend)

Over Wyre Parishes joint meeting

Preesall Youth and Community Association

Wyre Flood Forum

Wyre In Bloom.

Subject leads:

Highways

Housing

Planning Ambassador

Tourism

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13 Membership of professional bodies

Councillors are asked **to approve** the continuing membership by the council of The National Association of Local Councils (NALC) and the Clerk's membership of the Society of Local Council Clerks (SLCC).

14 General power of competence

To resolve that the Town Council having two thirds of its councillors duly elected as Councillors for Preesall as detailed on the 'notice of uncontested election', dated 5 April 2023 and having a qualified Town Clerk in post at the annual meeting, re-adopts the General Power of Competence.

15 Calendar of Town Council Meetings for the 2023/24 Civic Year

Councillors are asked **to approve** the dates of the meetings for the Civic Year

12 June 2023

10 July 2023

11 September 2023

9 October 2023

13 November 2023

11 December 2023

8 January 2024

12 February 2024

11 March 2024

8 April 2024

15 May 2024

16 Bus/ferry shelters and coronation bench

At the April meeting the clerk was tasked with pursuing David Ogilvie Ltd for quotations for a replacement bus and ferry shelter and to ascertain whether a differently coloured backing was available for the already agreed purchase of a Coronation bench.

Councillors are asked **to approve** the purchase of the gold backed bench at a cost of £1695.00.

In addition, the council is asked **to give approval** for the clerk to convene a meeting with the legacy representative to discuss the possible purchase of the new ferry shelter and bus shelter from the legacy fund. Furthermore, the finance committee to be given delegated responsibility for all decisions on the purchase of the shelters paying due regard to the commercial in confidence aspects of the procurement. The clerk will provide further information on the designs at the meeting.

17 The Mayor will close the meeting.

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