



SHAW & CROMPTON TOWN COUNCIL

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To: All members of Shaw & Crompton Town Council

Inaugural and Annual Meeting of the Town Council

Date/Time: Tuesday 21 May 2024 at 7:00pm

Location: Matthias Pilling Room, 1 Kershaw Street East, Shaw, Oldham OL2 8AB

The meeting will be open to the public for the whole or part of the proceedings.
The agenda and supporting papers are detailed below.

Date: 16 May 2024

Tony Hilton

Chief Officer/RFO to the Council

PROCEDURAL NOTE

Under the Local Government Act 1972, the Council must hold an annual meeting in May each year. By convention, the town council styles this meeting as its 'Annual Meeting and Mayor-Making'. The first business of the meeting - and the only business which the council must by law transact - is the election of the Chair of the Council, which in a town may be styled the Town Mayor. The election of the new Mayor is chaired by the current incumbent post for the past year. The new council year then commences.

AGENDA

Welcome and Introductions;

Filming and recording of meeting -

In line with the Openness of Local Government Bodies Regulations 2014, this meeting may/will be filmed/recorded by the Parish Council/members of the public

Please ensure that your mobile phone is switched to silent or is switched off completely during the meeting

Item

- 1** To **Elect the Town Mayor** for the ensuing year and to receive the declaration of acceptance of office.

In accordance with the Local Government Act 1972, the first business of the Annual Meeting is the election of the Mayor, which marks the start of the new council year.

To receive nominations for the position of Mayor for the civic year 2024-25 and to elect the Mayor.

- 2** To **Elect the Deputy Mayor** for the ensuing year and to receive the declaration of acceptance of office.

To receive nominations for the position of Deputy Mayor for the civic year 2024-25 and to elect the Deputy Mayor.

- 3** To receive **apologies** for absence from the meeting.

- 4** To receive **declarations of interest** in any contract or matter to be discussed.

In accordance with the Code of Conduct, Members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Oldham Metropolitan Borough Council within 28 days of the change.

- 5 Public Participation**

To allow any questions, reports by members of the public on any matters relating to the agenda of this meeting or any matters the public would like the Council to consider on a future agenda.

** The period of time designated for public participation shall not exceed 15 minutes unless directed by the Chair of the meeting (Standing Order 3 e and f). A reminder that members of the public are not allowed to raise issues when Council is in session.*

- 6 To approve as a correct record the **Minutes** of the Ordinary Meeting of the Parish Council held on the 26 March 2024.

- 7 To consider and adopt **Minutes of Committees**:

- (a) Environment Committee: 6 February 2024;
- (b) Events, Promotions & Grants Committee : 12 March, 2 April and 23 April 2024;
- (c) Planning Committee meeting : 26 March 2024;
- (d) Resources Committee :19 March 2024 and 2 April 2024

The following minutes are outstanding as they are still to be approved at the next Committee meeting and will subsequently appear on the Council agenda for adopting once approved:-

Business and Commerce Committee : 12 March 2024
Next meeting: 16 July 2024

Environment Committee: 5 March 2024 and 7 May 2024
Next meeting: 4 June 2024

Events, Promotions & Grants Committee: 14 May 2024
Next meeting: Minutes to be referred to the Events, Grants & Award Committee 11 June 2024

Planning Committee: 30 April 2024
Next meeting: 28 May 2024

Resources Committee: 14 May 2024
Next Meeting: Minutes to be referred to the Resources, Policy and Promotions Committee 18 June 2024

Transition Committee: 19 March 2024
Next Meeting: to be confirmed

- 8 **Appointment of Administration Officer**

To receive a verbal report from the Chair of the Resources Committee.

- 9 **Appointment of Leader of the Council ***

To call for nominations and appoint the Leader of the Council.

NB. The Leader of the Council is automatically appointed as Chair of the Resources, Policy and Promotions Committee as agreed by full Council at its meeting on the 27 February 2024.

- 10 **Committees of the Council**

To call for nominations and appoint chairs, vice-chairs and members for the ensuing year to the

- a. Business & Commerce Committee
- b. Environment Committee
- c. Events, Grants & Awards Committee

- d. Planning Committee
- e. Resources, Policy and Promotions Committee *
- f. Transition Committee and
- g. confirm the Council's bank signatories

11 Parish Council representatives to outside bodies

To call for nominations and appoint representatives for the ensuing year to

- a. OMBC Standards Committee (1)
- b. A V Davies Trust (1)
- c. Friends of Dunwood Park (1)
- d. High Crompton Park Friends Group (1)
- e. Crompton Moor User Group (1)
- f. Peace Champion (1)
- g. Local Foodbank Organisation (1) – link position (Environment Committee member)

12 Annual Governance and Accountability Review (AGAR) 2023/24

- a) To approve the annual governance statement 2023/24
- b) To approve the annual accounting statement 2023/24
(see separate attachments)

13 Dates of Future Meetings

Tuesday at 7:00pm 24 September, 17 December 2024, 25 March and 20 May 2025*

*Annual Meeting

14 Exclusion of the public

To approve the motion “that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded, and they are instructed to withdraw.” (SO 10a xi)

15 Town Crier

- (i) To consider the annual appointment of the Town Crier
- (ii) To review the attached Town Crier protocols
- (iii) To consider any other matters relevant to this item

16 Civic Regalia

To receive an update on Past Chairmans' and Consorts' medals and chains of office and consider quotations and agree further action.