



**THORNABY**  
TOWN COUNCIL

**PUBLIC NOTICE**

**Notice is hereby given that the  
Annual Meeting of Thornaby Town Council  
will be held on  
Monday 20<sup>th</sup> May 2013 at 6.30pm  
Town Hall, Mandale Road, Thornaby, TS17 6AW**

**AGENDA**

1. **Election of Chairman for the year 2013/14:** To consider nominations for Chairman for the ensuing year
2. **Chairman to sign Declaration of Acceptance of Office**
3. **Election of Vice-Chairman for the year 2013/14:** To consider nominations for Vice-Chairman for the ensuing year
4. **Notice of Meeting** – Public notice of the meeting has been given in accordance with Schedule 12 of the Local Government Act 1972
5. **Apologies for Absence:** To receive apologies for absence
6. **Code of Conduct** – Declarations of Interest
7. **Announcements** – To receive announcements by the newly appointed Chairman and note of thanks to the outgoing chairman
8. **Public Participation:** The meeting will be adjourned for 15 minutes to allow for members of the public to address the Council. Should members of the public wish to raise any items for discussion these must be submitted to the Town Clerk seven days prior to a meeting
9. **Approval of existing Committee structure & appointment of committees:**
  - a. Environment Committee: 6 members
  - b. Town Hall Renovation Project Committee: 5 members
  - c. Staffing Committee: 4 Members
10. **Approval of Meeting dates for 2013/2014**
11. **Approval of terms of reference for existing committees**
12. **Adoption of new and reviewed policies and procedures:**
  - a. Standing Orders – due to new revised standing orders being implemented in Autumn 2013 to reference provisions in the Localism Act 2011, standing orders to be reviewed at a later meeting
  - b. Financial Regulations
  - c. Annual Financial Risk Assessment
  - d. Freedom of Information - Model Publication Scheme Policy
  - e. Complaints Procedure
  - f. Press & Media Policy
13. **Appointment of representatives to outside bodies:**
  - a. Parish Council Liaison Forum – 1 member
  - b. Eastern Area Transport Strategy – 1 member
  - c. Eastern Area Partnership – 1 member
14. **Minutes of Full Council meeting Tuesday 16<sup>th</sup> April 2013:** After consideration, to approve the minutes as a true and accurate record
15. **Matters Arising** – from the Full Council meeting (information only)
16. **Minutes of Environment Committee meeting Monday 29<sup>th</sup> April 2013:** After consideration, to approve the minutes as a true and accurate record
17. **Matters Arising** – from the Environment committee meeting (information only)
18. **Minutes of Extraordinary Council meeting Thursday 2<sup>nd</sup> May 2013:** After consideration, to approve the minutes as a true and accurate record
19. **Matters Arising** - from the Extraordinary meeting (information only)
20. **Minutes of Extraordinary Council meeting Wednesday 9<sup>th</sup> May 2013:** After consideration, to approve the minutes as a true and accurate record
21. **Matters Arising** - from the Extraordinary meeting (information only)
22. **Planning** – planning applications/matters
23. **Town Hall:** After consideration the minutes and financial statement of the Town Hall Renovation Project Committee be accepted by Full Council
24. **Financial Matters**
25. **Notice of Audit Request:** To consider the request circulated

26. **Correspondence:** To receive, and consider any correspondence submitted to the Town Clerk prior to the meeting
27. **Councillor's reports and items for future agenda(s)**

**Members of the Public Rights to Attend this Meeting**

With the exception of any item identified above as containing exempt or confidential information under the Local Government Act 1972 – Section 100A(4), all members of the public are entitled to attend this meeting.

Persons wishing to obtain any further information on this meeting, including the opportunities available for a member of the public to speak at the meeting please contact Tina Mansell on 01642 678652 or email [townclerk@thornabytowncouncil.gov.uk](mailto:townclerk@thornabytowncouncil.gov.uk)

Signed: *T Mansell*  
Town Clerk

Date: 15 March 2013