



20 June 2017

To: All Members of Newbury Town Council

Dear Councillor,

You are required to attend a meeting of **Newbury Town Council** to be held in the Council Chamber, Town Hall, Market Place, Newbury on **Monday 26 June 2017 at 7.30 pm**. The meeting is open to the press and public.

Yours sincerely,

Hugh Peacocke
Chief Executive Officer

AGENDA

1. **Apologies for absence**
Chief Executive Officer
2. **Declarations of Interest**
Town Mayor/ Chief Executive Officer
To receive any declarations of interest relating to business to be conducted in this meeting and confirmation of any relevant dispensations.
3. **Minutes**
Town Mayor
 - 3.1 **To approve** the minutes of a meeting of Newbury Town Council held on Wednesday 10 May 2017 (previously circulated). (Appendix 1)
 - 3.2 **To approve** the minutes of the Extraordinary Meeting of Newbury Town Council held on Friday 12 May 2017 (previously circulated). (Appendix 2)
 - 3.3 **To approve** the minutes of the Annual Meeting of Newbury Town Council held on Sunday 14 May 2017 (previously circulated). (Appendix 3)

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20 years at the heart of the town



4. Questions and Petitions from Members of the Public

Town Mayor/ Chief Executive Officer

5. Members' Questions and Petitions

Town Mayor/ Chief Executive Officer

6. End of Year Statutory Accounts 2016/17 (Appendix 4)

Responsible Financial Officer

6.1 To receive the Annual Return (subject to external audit) for the financial year 2016/2017 as attached.

6.2 To approve each individual paragraph (1-9) of the Annual Governance Statement as defined at Section 2 of the Annual Return

6.3 To adopt the accounts and **to authorise** the signing of the Annual Return (subject to external audit) by The Town Mayor in line with the regulatory requirement to sign the accounts by 30 June 2017.

To note that the external audit is planned to be undertaken by Mazars and that the date for the exercise of electors' rights has been set as 8 August 2017. Following approval of the Annual return the appropriate legal notice with regard to public inspection will be displayed on the Town Hall notice board and published on the Council's website. The external audit may generate further amendments. The final Annual Return, including the Auditor's Certificate, is due for publication by 30 September 2017.

7. Town Mayor's report (Appendix 5)

Town Mayor

To receive a report from the Town Mayor, Councillor David Fenn.

8. Leader's report

Leader of the Council

To receive a report from the Leader of the Council, Councillor Adrian Edwards.

9. Chief Executive Officer's Report (Appendix 6)

Chief Executive Officer

To receive a report from the Chief Executive Officer, Hugh Peacocke.

10. Committees

Town Mayor / Committee Chairpersons

To receive the minutes of meetings of the Town Council's Committees:

Planning & Highways	17 April 2017	(already circulated)
Policy & Resources	24 April 2017	(already circulated)
Planning & Highways	08 May 2017	(already circulated)

Community Services	24 May 2017	(already circulated)
Planning & Highways	31 May 2017	(already circulated)
Civic Pride, Arts & Leisure (Draft)	12 June 2017	(already circulated)

11. Councillor Surgery Rota (Appendix 7)

Town Mayor

To note the time table for the Councillor Surgery rota for the municipal year 2017/2018.

12. Review of Standing Orders (Appendix 8)

Town Mayor

To consider and approve the review of Standing Orders

12.1 To amend the ex-officio Committee memberships of the Leader and Deputy Leader on Planning and Highways Committee.

12.2 To amend Standing Order 18, regarding Resolutions moved on Notice.

12.3 To amend the Terms of Reference of the planning and Highways Committee to deal with urgent cases where a response is needed outside the Committee's meeting cycle.

13. Local Democracy Working Group

Cllr. James Fredrickson, Chairman of Working Group

To receive a verbal update on progress of the Local Democracy Working Group

14. Internet Banking (Appendices 9, 9a, 9b and 9c)

Town Mayor

To approve the resolutions required to open a Council bank account at Handelsbanken, Newbury, as approved by P & R on 24 April, in order for the Council to have internet banking services.

15. Schedule of meetings for the 2017-18 Municipal Year (Appendix 10)

Town Mayor

To Approve the amended schedule of meetings for the 2017-18 Municipal Year