

10 May 2018

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 **Wednesday 16 May 2018 at 7.30 pm.**

The meeting is open to the press and the public.

A briefing for the annual meeting of the Council (Mayor Making) will precede the meeting at 7:15 pm.

Yours sincerely,

Hugh Peacocke
Chief Executive Officer

AGENDA

- 1. Apologies for absence**
Chief Executive Officer
- 2. Declarations of interest and dispensations**
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
To approve the minutes of a meeting of Newbury Town Council held on Monday 29 January 2018 (**Appendix 1**).
- 4. Questions and Petitions from members of the public**
Town Mayor / Chief Executive Officer
- 5. Members' questions and petitions**
Town Mayor / Chief Executive Officer

Town Hall, Market Place, Newbury, RG14 5AA

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6. Town Mayor's Report (Appendix 2)

Town Mayor

7. Leader's report (Appendix 3)

Leader of the Council

8. Chief Executive Officer's report (Appendix 4)

Chief Executive Officer

9. Committees

Town Mayor / Committee Chairpersons

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

Planning & Highways	22 January 2018	(already circulated)
Civic Pride, Arts & Leisure	5 February 2018	(already circulated)
Planning & Highways	12 February 2018	(already circulated)
Community Services	26 February 2018	(already circulated)
Planning & Highways	5 March 2018	(already circulated)
Planning & Highways	26 March 2018	(already circulated)
Policy & Resources (Draft)	30 April 2018	(already circulated)

To note that the draft minutes of the Annual Town Meeting of 19 March 2018 have been circulated and appropriate actions are being progressed.

10. Nomination of Mayor Elect and Deputy Mayor Elect for the 2018/2019 municipal year

Town Mayor

To resolve the Council's nominees for Mayor Elect and Deputy Mayor Elect for the 2018/2019 municipal year.

11. Election of Leader and Deputy Leader of the Council for the 2018/2019 municipal year

Town Mayor

To elect the Leader and Deputy Leader of the Council for the 2018/2019 municipal year.

12. Committee / Sub-Committee seat allocation for the 2018/2019 municipal year (Appendix 5)

Town Mayor

To confirm the number of seats to be allocated to each political party on each Committee and Sub-Committee, in line with Standing Orders.

13. Committees / Sub-Committees for 2018/2019 municipal year (Appendix 5)

Town Mayor

To agree the membership of each Committee / Sub-Committee for the 2018/2019 municipal year. Proposed membership is attached at Appendix 5.

Standing Order 4.1 (a) states that the Council may not appoint any Member of the Committee so as to hold office later than the next Annual Meeting, so what is agreed at this meeting will need to be ratified at the Annual Meeting of the Council on 20 May 2018.

14. Representation on School Governing Bodies for 2018/2019 (Appendix 6)

Town Mayor

To review the Council's representation on School Governing bodies for 2018/2019.

Proposed representatives are as on the Appendix.

15. Representation on Outside Bodies for 2018/2019 (Appendix 7)

Town Mayor

To review the Council's representation on outside bodies for 2018/2019.

Proposed representatives are as on the Appendix.

16. The General Data Protection Regulations (Appendix 8)

Town Mayor

16.1 To receive a presentation on the responsibilities that the Regulations place on individual officers and Councillors for the safety of the Town Council's data.

16.2 To receive the report on the Town Council's preparations for the GDPR (Appendix GDPR 8A)

16.3 To resolve to spend £997.50 plus VAT of the Policy and Resources Project Fund on a software update to the Council's firewall for full GDPR compliance as per the report attached at Appendix GDPR 8B.

17. Amendments to Standing Orders (Appendix 9)

Town Mayor

To resolve to vary Standing Orders as listed in the attached report (Appendix 9)

(In accordance with current Standing Order 34.2, this resolution to vary the Standing Orders shall, when proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Full Council- 26 June 2018)

18. Forward Work Programme for Full Council meetings 2018/19 (Appendix 10)

Town Mayor

To note and agree any other items that Members resolve to add to the Forward Work Programme.