

EARLEY TOWN COUNCIL



Town Clerk
JO FRIEND BA(Hons) PSLCC

Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

27 April 2021

Dear Councillor

Notice is hereby given that a remote Annual Meeting* of Earley Town Council will be held on **Tuesday, 4th May 2021 commencing at 6.30pm.**

Yours faithfully

Jo Friend

TOWN CLERK

Members of the public are welcome to attend the meeting which will be held using the Zoom conferencing platform.

Meeting ID 962 6623 4313 Passcode 145146

To obtain the login details please email administration@earley-tc.gov.uk by 4pm on Tuesday 4th May 2021.

*The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

AGENDA

(Town Mayor for 2020/21 in the chair)

1. **TOWN MAYOR (CHAIR)**

1.1 **To elect a Town Mayor (Chair) for the Municipal Year 2021/22**

The outgoing Town Mayor (Chair) will address the Council.

The outgoing Town Mayor (Chair) will call for nominations for the office of Town Mayor (Chair) for 2021/22. The outgoing Town Mayor (Chair) will ask Council to vote on the nomination(s).

1.2 The newly elected Town Mayor (Chair) to sign the Declaration of Acceptance of Office, receive the Chain of Office and assume the Chair.

This being a virtual meeting, the physical signing of the Declaration of Acceptance of Office and the receiving of the Chain of Office will take place on 5th May 2021.

2. DEPUTY TOWN MAYOR (VICE CHAIR)

2.1 To elect a Deputy Town Mayor (Vice Chair) for the Municipal Year 2021/22

The Town Mayor (Chair) will call for nominations for the office of Deputy Town Mayor (Vice Chair) for 2021/22. The Town Mayor (Chair) will ask Council to vote on the nomination(s).

This being a virtual meeting, the receiving of the Chain of Office will take place on 5th May 2021.

3. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

4. DECLARATIONS OF INTEREST

To receive any declarations of interest.

5. PUBLIC FORUM

To receive any questions from members of the public attending the meeting. The Public Forum shall not exceed 15 minutes. If there are no questions, the Council will commence business forthwith.

6. MINUTES OF PREVIOUS MEETING

To consider the minutes of the meeting of the Town Council held on 31st March 2021 and, if appropriate, to authorise their signing as a true and correct record.

7. DELEGATED POWERS

To receive a report from the Town Clerk on the renewal of delegated powers and to **RESOLVE** accordingly.

Appendix A

8. SUSPENSION OF STANDING ORDERS

To suspend standing orders 12(g), 12(h) and 12(i) for the duration of this meeting. Members to **RESOLVE** accordingly.

Appendix B

9. STANDING COMMITTEES

9.1 To **RESOLVE that the following Standing Committees shall continue in the municipal year 2021/22:**

Amenities and Leisure Committee
Policy and Resources Committee
Planning Committee

9.2 Membership of Standing Committees

To **RESOLVE** that the current membership of the Standing Committees shall continue for the municipal year 2021/22, or until such time that Council agrees otherwise.

Under Standing Order 43, the Town Mayor and Deputy Town Mayor shall be members of every Committee.

9.3 Chairs of Standing Committees

To **RESOLVE** upon the appointment of the Chairs of the Standing Committees for the municipal year 2021/22:

9.3.1 Amenities and Leisure Committee

9.3.2 Policy and Resources Committee

9.3.3 Planning Committee

10. COUNCILLORS' ATTENDANCES

10.1 Record of Members' Attendance

To note details of Councillors' attendance during 2020/21 at meetings of the Council and its Committees

Appendix C

11. PRESS RELEASE

To decide whether any of the foregoing items of business shall form the subject of a press release.

12. EXCLUSION OF PUBLIC AND PRESS

*To **RESOLVE** that, in view of the confidential nature of the business about to be transacted, it is advisable that the public and press are temporarily excluded and are asked to withdraw for item 13 on the Agenda.*

13. MINUTES OF PREVIOUS MEETING

To consider the Confidential Minutes of the meeting of the Town Council held on 31st March 2021 and, if appropriate, to authorise their signing as a true and correct record.