

ST NEOTS TOWN COUNCIL

HELEN KING
Town Clerk

Council Offices
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St Neots
Cambridgeshire
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To: Members of the Public

NOTICE

NOTICE IS HEREBY GIVEN that a **MEETING OF ST NEOTS TOWN COUNCIL** will be held in **THE MOOT** at the Priory Centre, St Neots on **WEDNESDAY 22 JUNE 2011** at 7.15pm.

AGENDA

1. Apologies for Absence
To receive Councillors' apologies for absence.
2. Chairman
To elect a Chairman for the ensuing year and for the elected Chairman to sign the Declaration of Office.
3. Vice Chairman
To appoint a Vice Chairman for the ensuing year.
4. Declarations of Interest
To receive from Councillors declarations as to personal and/or prejudicial interests and the nature of those interests in relation to any Agenda items.
5. Minutes
 - (i) To receive the Minutes of the Planning Committee meetings held on 26 May and 8 June. *Attached*
 - (ii) To receive the Minutes of the Personnel Committee held on 2 June. *Attached*
6. Public Participation
To allow any member of the Public to address Council.
Time allowed 10 minutes.

7. Membership of Committees

Appendix 1

To appoint Members to serve on the following Committees for the Civic year 2011-12:-

- | | | |
|-----|--|-------------|
| (a) | Planning Committee | (8 Members) |
| (b) | Personnel Committee (6 Members + 2 Appeal Panel) | |
| (c) | Audit & Risk Committee | (5 Members) |
| (d) | Finance & General Purposes | (7 Members) |
| (e) | Operations & Amenities | (7 Members) |
| (f) | Emergency Planning | (2 Members) |
| (g) | Health & Safety | (5 Members) |

8. Calendar of Meetings

Appendix 2

To agree a calendar of meetings for the ensuing Civic year.

9. Appointment of Representatives on Outside Bodies

Appendix 3

To consider the appointment of Members to represent the Town Council on Outside Bodies.

10. Bank Mandate

To appoint signatories for bank mandates.

11. Internal Audit Report

Appendix 4

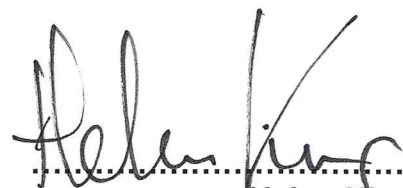
Members to review the Internal Audit Report with the Internal Auditor and to approve the recommendations therein.

12. End of Year Accounts

Appendix 5

To approve the Financial Accounts for 2010-11.

13. Items for Information


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Helen King
Town Clerk
15.06.2011