

5<sup>th</sup> June 2019



**Town Clerk**  
Mr E Reilly CMgr FCMI FSLCC

Council Offices, The Priory, St Neots, PE19 2BH

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To: All Town Councillors

Copies: County & District Councillors for St Neots, Local Press, Town Council noticeboard and website

**NOTICE IS GIVEN** that an **EXTRAORDINARY MEETING OF ST NEOTS TOWN COUNCIL** will be held in the **PRIORY CENTRE**, The Priory, St Neots, PE19 2BH on **WEDNESDAY 12<sup>TH</sup> JUNE 2019** at **7.15pm**.

**Members of the Council are HEREBY SUMMONED to attend to consider the following business:**

**Public Participation**

There will be a 10 minute public participation before the meeting to allow any resident to address the Council on any matter appearing on the agenda for this meeting.

**AGENDA**

1. **Apologies for Absence**

To receive apologies for absence.

2. **Declarations of Interest**

To receive from Councillors declarations as to Disclosable Pecuniary Interests and/or Non Statutory Disclosable Interests along with the nature of those interests in relation to any agenda item.

3. **Town Mayor's Announcements**

To receive a report on civic activities from the Town Mayor.

4. **Minutes**

To approve the minutes of the Annual Town Council meeting held on 21<sup>st</sup> May 2019 as a true and accurate record of that meeting.

Attachment 1

5. **Membership of Committees**

a) To agree committee structure and elect members

b) To appoint committee Chairman

c) To appoint the Mayor and Deputy Mayor as ex-officio voting members of all committees.

6. **Calendar of Meetings**

To agree a calendar of committee meetings for 2019/2020.

7. **Appointment of Outside Bodies**

Members to nominate representatives to Outside Bodies.

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**E Reilly**  
**Town Clerk**

**MINUTES OF A MEETING OF THE TOWN COUNCIL**  
**HELD IN THE PRIORY CENTRE, ST NEOTS**  
**ON TUESDAY 21<sup>st</sup> MAY 2019**

Present: Cllr Chapman (Chairman), Christine Green, Thorpe, Johnson, Maslen, Banks, Pitt, Slade, Davies, D Giles, S Giles, Gregson, Caroline Green, Terry, Eyre, Speed, Ferguson, Cooper-Marsh and Presland

Also present: Deputy Town Clerk, Responsible Finance Officer & Senior Administrator

**Public Participation**

There were a number of members of the public present. No questions were raised on agenda items for this meeting.

**148. Election of Chairman/Town Mayor**

Cllr Chapman referred to the commemoration of the end of WWI and the IWA Festival of Water as highlights of his civic year.

Nominations were invited to elect a new Mayor. Cllr Thorpe and Cllr Pitt were nominated and seconded by members. Cllr Pitt thanked members but would not be accepting the nomination.

Cllr Thorpe was elected as Town Mayor of St Neots and duly signed his declaration of office in the presence of members.

Cllr Chapman thanked the Deputy Town Clerk for all her efforts over the past year.

The Town Mayor thanked members for putting their trust in him and view his duty as Mayor is to publicise the town wherever and whenever the opportunity arises.

**149. Election of Deputy**

Nominations were invited to elect a new Deputy Mayor. Cllr Johnson and Cllr Christine Green were nominated and seconded by members.

Cllr Chapman thanked Cllr Johnson for all her efforts and support during her term as Deputy Mayor.

A vote was taken and it was resolved that Cllr Christine Green is elected as Deputy Chairman. The Deputy Mayor duly signed their declaration of office in the presence of members.

**150. Apologies**

Apologies were received from Cllr Collins with valid reasons.

**151. Declarations of Interest**

There were no declarations of interest received.

**152. Minutes**

It was proposed and seconded to accept the minutes of the meeting of the Town Council held on 23<sup>rd</sup>

April 2019 as a true and accurate record of that meeting.

**RESOLVED to accept the proposal**

**153. Expenditure**

It was proposed and seconded that the Council revisits its decision made to spend £15,800 for play areas and £8,491.60 for PC seating (minute ref 101, 27/11/18) from general reserves and agree that this is to be spent from CIL 2015-2016.

**RESOLVED to accept the proposal**

**154. Membership of committees**

The Chairman deferred this item until the next meeting of the Town Council.

**155. Calendar of Meetings**

It was proposed and seconded that the current committee and meeting structure would continue until the next meeting of the Town Council.

**RESOLVED to accept the proposal**

**156. Appointment of Outside Bodies**

The Chairman deferred this item until the next meeting of the Town Council.

**157. Electronic Communications**

Members discussed the feasibility of receiving agendas by email only. Concerns were raised about costs that would be incurred by members through printing their packs at home and therefore does not necessarily make it a 'green' option. It was suggested that members could be provided with paper to reduce costs. It was also suggested that members should individually opt in or out to receive agendas electronically only.

Town Clerk to review the process and report back to members.

**158. General Power of Competence**

It was proposed and seconded that the Town Council continue to adopt the General Power of Competence.

**RESOLVED to accept the proposal.**

The Deputy Town Clerk agreed to reissue the Good Councillor Guides to members that they received when they were elected to office.

**159. Adoption of Standing Orders and Financial Regulations**

The Chairman deferred this item until the next meeting of the Town Council.

**160. Other Local Authorities, Not for Profit Bodies and Businesses**

The Chairman deferred this item until the next meeting of the Town Council.

**161. Inventory of Council Land and Other Assets**

The Chairman deferred this item until the next meeting of the Town Council.

**162. Insurance Cover**

This Chairman deferred this item until the next meeting of the Town Council.

**163. Complaints Procedure**

The Chairman deferred this item until the next meeting of the Town Council.

**164. Freedom of Information and Data Protection**

The Chairman deferred this item until the next meeting of the Town Council.

**165. Press and Media**

The Chairman deferred this item until the next meeting of the Town Council.

**166. Employment Policies and Procedures**

The Chairman deferred this item until the next meeting of the Town Council.

**167. Matters Outstanding**

Item 8. - Fire doors, members were concerned at the high cost of the doors and would like it noted that the doors should be replaced but should obtain a different quotation. The Chairman reminded members that a resolution was made at full council. The Deputy Town Clerk to re circulate the minutes of that meeting to all members.

Members asked if the sound system for the Guest Hall could be re-instated. The Deputy Town Clerk agreed to find out what the issues were and report back to the Chairman.

The Chairman deferred the rest of the matters outstanding until the next meeting of the Town Council.

There being no further business the meeting was closed.

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**Chairman**