



## Frodsham Town Council

You are hereby summoned to attend the Annual Meeting of Frodsham Town Council to be held at 7pm **on Monday 22<sup>nd</sup> May 2023 in Gallery 2, Frodsham Arts Centre.**

SIGNED: *Jo O'Donoghue* TOWN CLERK

DATE: 17/05/2023

## ANNUAL MEETING AGENDA

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### 1. Election of Chair

- (a) To elect the Chair to serve until the Annual Meeting of the Council in May 2024
- (b) To receive the Declaration of Acceptance of Office from the elected Chair

### 2. Election of Vice Chair

- (a) To elect the Vice Chair to serve until the Annual Meeting of the Council in May 2024
- (b) To receive the Declaration of Acceptance of Office from the elected Vice Chair

### 3. Councillor acceptance of office following the 2023 elections

- (a) To receive acceptance of office forms from: Cllr Hayes, Cllr Sumner, Cllr Eakin, Cllr Wade, Cllr Lowrie, Cllr Pennington, Cllr J Critchley, Cllr D Critchley, Cllr Nield, Cllr Wood & Cllr Moorcroft.
- (b) To consider receipt of acceptance of office forms at a date to be approved by Frodsham Town Council.

### 4. Apologies for Absence

To approve apologies for absence

### 5. Chair Report 2022-2023

To receive the report from Cllr Hayes together with reflections for the future.

### 6. Power of Competence ((General Power of Competence (Prescribed Conditions)) Order 2012

To resolve that Frodsham Town Council meets the criteria: the number of councillors elected at the last ordinary election equals two thirds of its total number of councillors (16); the clerk holds the sector-specific qualifications; the clerk has completed the relevant training designed as part of the National Training Strategy for local councils.

### 7. Co-option

- (a) To note that are vacancies in Lakes Ward, Castle Park Ward and Overton & Five Crosses Ward
- (b) To note that there is an application for co-option to Lakes Ward
- (c) To note that there is an application for co-option to Castle Park Ward
- (d) To consider and approve co-option to Lakes Ward
- (e) To consider and approve co-option to Castle Park Ward

## **8. Declarations of interest**

To note that councillor declarations of interest must be received within 28 days of election to office.

## **9. Schedule of Meetings**

To approve the schedule of meetings circulated by the Clerk.

## **10.Appointment to Committees**

- (a) To appoint members to the Amenities Committee
- (b) To appoint members to the Events Committee
- (c) To appoint members to the Planning Committee
- (d) To appoint members to the Finance & General Purposes Committee
- (e) To appoint members to the Staffing Committee

## **11.Appointment of Representatives & Delegates to External Organisations**

- (a) Red Lion Bowling Club
- (b) Protos (Ince Marshes Air Quality Forum)
- (c) Castle Park Trust
- (d) Liverpool Airport Consultative Committee
- (e) Cheshire Association of Local Councils
- (f) North Cheshire Rail Users Group
- (g) Wind Farm Community Liaison Committee
- (h) Frodsham Youth Association
- (i) Weaver Navigation Society
- (j) Weaver & Sandstone Cycle Forum
- (k) PCC Parish & Town Council Meetings
- (l) Brio Future Offer

## **12.Financial report 2022-2023**

To receive the report from Jo O'Donoghue (Town Clerk & Responsible Finance Officer)

## **13.Year end internal audit 2022-2023**

- (a) To note the year end internal audit report completed on 15<sup>th</sup> May 2023 by JDH Business Services
- (b) To note any issues in the internal audit report
- (c) To note that JDH Business Services has signed the annual internal audit report
- (d) To agree actions to be taken following the internal audit report

## **14.Annual return 2023 (AGAR)**

- (a) To approve and sign Section 1 Annual Governance Statement 2022/2023
- (b) To approve and sign Section 2 Accounting Statement 2022/2023 which has been signed by the Clerk prior to the meeting

## **15.Close of meeting**