



**Lostwithiel Town Council Annual Meeting
will be held
on
Tuesday 18 May 2021
at
Lostwithiel Community Centre at 7pm**

This meeting is open to the public and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, **the council cannot guarantee this**, especially if you are speaking or taking an active role. The council asks those recording proceedings not to edit the film or recording in a way that could lead to misinterpretation of the proceedings or infringe the core values of the council. This includes refraining from editing an image or views expressed in a way that may ridicule or show lack of respect towards those being filmed or recorded.

Housekeeping – Attendees will be advised that the meeting may be filmed or recorded.

Members and Members of the Public are asked to set device ring tones/alerts to silent

Return to physical meetings – The Covid secure capacity of the Lostwithiel Community Centre Hall will limit the number of people able to attend the meeting safely. The Council will restrict access when the room is full. Therefore, if you have any comments regarding a particular agenda item you may wish to submit these comments to the Council in writing clerk@lostwithieltowncouncil.gov.uk or if you are a member of a group you may wish to consider appointing a spokesperson.

Meeting Agenda

1. To elect the Mayor of the Council & to receive the Mayor's Declaration of Acceptance of Office
2. To elect the Deputy Mayor of the Council & to receive the Deputy Mayor's Declaration of Acceptance of Office
3. Apologies – to receive and accept Apologies of Absence.
4. Declarations of Acceptance of Office – to consider if Council will allow Members unable to attend tonight's meeting to make their Declarations of Acceptance of Office on or before 31 May 2021.
5. To receive from Council Members any Declarations of Interest, written requests for new DPI dispensations and declarations of any gifts or hospitality.

Members are invited to declare disclosable pecuniary interests and other (non-registerable) interests in items on the agenda as required by Lostwithiel Town Council's Code of Conduct for Members and by the Localism Act 2011.

6. To receive the minutes of the virtual meeting held on 04 May 2021 having previously been circulated and taken as read.

7. Council Regalia – to accept from former Mayor Mrs Gillian Parsons the gift of two Consort medallions
8. Code of Conduct – to adopt the revised Cornwall Code of Conduct including the sector specific amendments made by Cornwall Association of Local Councils.
9. Standing Orders & Financial Regulations – to approve the use of the current version. (Last review March 2021)
10. General Power of Competence – to note that the Council is no longer eligible to use the General Power of Competence.
11. Co-option of Members – to note in accordance with the Representation of the People Act 1985 Section 21 (2) a) the Council has the power to fill the vacancies remaining unfilled following an ordinary election and to consider approval of the co-option notice as drafted.
12. Powers, Duties & Responsibilities – to note the powers, duties and responsibilities of Councils set out in the NALC Good Councillor Guide 2018 circulated and taken as read.
13. Town Mayors Allowance – to approve the setting of the Mayor's Allowance at £1,200 as per the 2021/22 budget.
14. Internal Auditor – to consider approving Hudson Accounting Ltd as Internal Auditors for the period 2021/22
15. Annual Civic Service & Mayor Making Ceremony – to agree this year's arrangements.
16. Staffing Committee – to consider approval of the Terms of Reference as drafted and to appoint Councillors to the Committee.
17. Flood Plan Co-ordinators – to appoint Councillors as Flood Plan

Co-ordinators.

18. Dates & times for Council Meetings – to agree the meeting schedule as drafted.

S Harris

Mrs S Harris

Town Clerk

12 May 2021