



Lostwithiel Town Council Annual Meeting Tuesday 18 May 2021

Meeting Minutes

The Annual Meeting of the Town Council was held at the Lostwithiel Community Centre on Tuesday 18 May 2021 at 7pm.

Councillors Present

Councillor Anders, Councillor Barrass

Councillor Guiterman, Councillor Henderson

Councillor Lindley, Councillor Rawlings

Councillor Ross & Councillor Wisdom (joined the meeting at 7.10)

In attendance

12 members of the public were in attendance

Town Clerk Mrs Harris and Administrative Assistant Mrs Doyle were in attendance.

Former Mayor Tim Hughes was in attendance.

001/21 To elect the Mayor of the Council & to receive the Mayor's Declaration of Acceptance of Office

Mayor Hughes invited nominations for the position of Mayor.

It was **resolved** to elect Councillor Ross as Mayor for the Civic Year 2021/22.

Mayor Ross signed the Declaration of Acceptance of Office of Mayor/Chairman which was witnessed and signed by the Town Clerk. Mayor Ross took the chair.
Votes – 7 votes in favour.

002/21 To elect the Deputy Mayor of the Council & to receive the Deputy Mayor's Declaration of Acceptance of Office

Mayor Ross invited nominations for the position of Deputy Mayor. It was **resolved** to elect Councillor Henderson as Deputy Mayor for the Civic Year 2021/22.

Deputy Mayor Henderson signed the Declaration of Acceptance of Office of Deputy Mayor/Vice Chairman which was witnessed and signed by the Town Clerk.

Votes – 7 in favour.

003/21 Apologies

None.

004/21 Declarations of Acceptance of Office

Council did not consider this agenda item as all Councillors had signed their Declarations of Acceptance of Office prior to the meeting.

005/21 Declarations of Interest

Mayor Ross declared a pecuniary interest in agenda item 13 Mayor's Allowance.

006/21 Minutes 04 May 2021

It was **resolved** that the minutes of the virtual meeting held on 04 May 2021 are accepted, approved and duly signed by Mayor Ross.

007/21 Council Regalia

It was **resolved** to allow former Mayor Mrs Gillian Parsons to address the Council.

Votes – 8 votes in favour.

It was further **resolved** to accept from former Mayor Mrs Gillian Parsons the gift of two Consort medallions

Votes – 8 votes in favour.

008/21 Code of Conduct

It was then **resolved** to adopt the revised Cornwall Code of Conduct including the sector specific amendments made by Cornwall Association of Local Councils and to reduce the value over which gifts and hospitality needs to be declared to £10.

Votes – 7 votes in favour, 1 against.

009/21 Standing Orders & Financial Regulations

It was **resolved** to approve the use of the current version. (Last review March 2021)

Votes – 8 in favour.

010/21 General Power of Competence

It was **resolved** to note that the Council is no longer eligible to use the General Power of Competence.

Votes – 8 votes in favour.

011/21 Co-option of Members

It was **resolved** to approve the co-option notice prepared in accordance with the Representation of the People Act 1985 Section 21 (2) a) as drafted.

Votes – 8 votes in favour.

012/21 Powers, Duties & Responsibilities

The powers, duties and responsibilities of Councils set out in the NALC Good Councillor Guide 2018 were noted by Council Members.

Mayor Ross having previously declared a pecuniary interest left the meeting room. Deputy Mayor Henderson took the chair.

013/21 Town Mayors Allowance

It was **resolved** to approve the setting of the Mayor's Allowance at £1,200 as per the 2021/22 budget.

Votes – 7 votes in favour.

Mayor Ross re-joined the meeting and resumed as chair.

014/21 Internal Auditor

It was **resolved** to approve Hudson Accounting Ltd as Internal Auditors for the period 2021/22

Votes – 8 votes in favour.

015/21 Annual Civic Service & Mayor Making Ceremony

It was **resolved** to not hold a Civic Service or Mayor Making Ceremony this year due to the Coronavirus pandemic.

Votes – 8 votes in favour.

016/21 Staffing Committee

It was **resolved** to approve the Staffing Committee Terms of Reference as drafted. It was further **resolved** to appoint Mayor Ross, Councillor Anders, Councillor Guiterman and Councillor Lindley as members of the Staffing Committee.

Votes – 8 in favour.

017/21 Flood Plan Co-ordinators

It was **resolved** to appoint Councillor Barrass, Councillor Rawlings and Councillor Wisdom as Flood Plan Co-ordinators.

Votes – 8 in favour.

018/20 Dates & times for Council Meetings

It was **resolved** that Lostwithiel Town Council Full Council Meetings will be held on the following dates –

Lostwithiel Town Council Meetings 2021 - 2022

25 May 2021	Annual Town Meeting
1 June 2021	Town Council Meeting
15 June 2021	Extraordinary Town Council Meeting
6 July 2021	Town Council Meeting
3 August 2021	Town Council Meeting
7 September 2021	Town Council Meeting
5 October 2021	Town Council Meeting
2 November 2021	Town Council Meeting
7 December 2021	Town Council Meeting
11 January 2022	Town Council Meeting
1 February 2021	Town Council Meeting
1 March 2021	Town Council Meeting
5 April 2021	Town Council Meeting

Votes – 8 votes in favour.

The meeting closed at 7.25pm

Chairman

Date