

**PORTLAND TOWN COUNCIL**

Council Offices  
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19<sup>th</sup> May 2015

Dear Councillor

You are hereby summoned to attend the **ADJOURNED ANNUAL MEETING of PORTLAND TOWN COUNCIL**, to be held in the **PETER TRIM HALL, ST. GEORGE'S CENTRE, REFORNE, PORTLAND**, on **TUESDAY, 26<sup>TH</sup> MAY 2015**, commencing at 7.00 pm when the business set out below will be transacted.

Yours faithfully

Ian Looker  
Town Clerk

## **A G E N D A**

- 1. Prayers**
- 2. Chairman of the Council** – to make an appointment (see attached)
- 3. Apologies for Absence**
- 4. Declarations of Interest** – to receive any declarations from Councillors or Officers of personal or prejudicial interests regarding matters to be considered at this meeting, together with a statement on the nature of those interests.
  
- 15. Open Forum**
  - a) Police Question Time
  - b) Public Half-Hour
  - c) Reports from Borough and County Councillors
- 16. Minutes** – to confirm the minutes of the Town Council Meetings held on 15<sup>th</sup> April 2015 (attached)
- 17. Minute Update and Matters Arising from the Minutes**
- 18. Town Mayor's Announcements**
- 19. Written Questions for the Mayor**
- 20. Financial Matters**
  - a) Payments for Authorisation (to follow)
  - b) 2015/16 Financial Report to 30<sup>th</sup> April 2015 (attached)
  - c) Bank Signatories – to consider the appointment of new signatory(ies)
- 21. Annual Calendar of Meetings, 2015/16** – to agree frequency of meetings and dates (see attached)
- 22. Election of Chairs and Deputy Chairs for 2015/16**
  - a) Finance and Resources Committee
  - b) Marine & Environment Partnership
  - c) Planning & Highways Advisory Committee
  - d) Neighbourhood Plan Management GroupThese should all be decided at the first meeting of each

committee in the new municipal year in accordance with Standing Order 44. (see attached)

- 23. Committees, Sub-Committees and Working Groups** – to review the membership of the following:-
  - a) Finance and Resources Committee
  - b) Marine & Environment Partnership
  - c) Planning & Highways Advisory Committee
  - d) Neighbourhood Plan Management Group (Sub-Committee)
  - e) Budget and Investment Working Group
  - f) Events & Tourism Working Group
  - g) Grants Working Group
  - h) Human Resources & IT Working Group(see attached)
- 24. Appointment of Representatives to Outside Bodies and Voluntary Posts** (see attached)
- 25. Grievance** – to reconsider the membership of the current Grievance Panel (see attached)
- 26. Standing Orders** – to receive a report from the Standing Orders Working Group (see both attached and separate appendices)
- 27. Reports from Representatives to Outside Bodies and Voluntary Posts**
- 28. Exclusion of Press & Public** (discretionary)

“That pursuant to the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for Agenda Item(s) ... by reason of the confidential nature of the business to be transacted.”
- 29. Date of Next Meeting**

The next scheduled meeting will be determined on this agenda, starting at 7.00 pm.