

**NOTE** Please note that Prayers will be said prior to the commencement of the Council Meeting for any member who wishes to attend

May 2015

Dear Sir/Madam,

I hereby summon you to attend the Annual Meeting of the Town Council to be held in the Town Hall, South Molton on Tuesday 19 May 2015 at 7.00pm.

Yours faithfully,

Andrew C. Coates  
Acting Town Clerk

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**AGENDA**

1. **NOMINATION AND APPOINTMENT OF MAYOR FOR 2015/2016 MUNICIPAL YEAR**
2. **DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN/MAYOR**
3. **NOMINATION AND APPOINTMENT OF DEPUTY MAYOR FOR THE 2015/2016 MUNICIPAL YEAR**
4. Apologies for absence.
5. Chairman's announcements.
6. Declarations of Interest.
7. **APPOINTMENT OF COMMITTEES**

Please find enclosed a report compiled by the Town Clerk's Office with suggestions for reducing the number of Sub-Committees and to limiting the membership to a maximum of eight. A resolution should be made on whether or not to accept these recommendations before proceeding with appointments as follows.

ENCLOSED

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|--------|---------------------------|
| a) (i) | <b>Planning Committee</b> |
| (ii)   | Election of Chairman      |
| (iii)  | Election of Vice Chairman |

**2014/2015 Membership (for information)**

Cllrs Bushell, C. Lock, Moore, Smale,  
Worden & Mayor ex officio  
Smale  
C. Lock

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| b) (i) | <b>Finance Committee</b>        | Cllrs Goodman, Kingdon, C. Lock, Moore, McCool (Resigned), Way, White & Mayor ex officio           |
|        | (ii) Election of Chairman       | Way  |
|        | (iii) Election of Vice Chairman | C. Lock  |
| c) (i) | <b>Staff Committee</b>          | Cllrs Bushell, Goodman, Kingdon, C. Lock, McCool (Resigned), Moore, Way, White & Mayor ex officio. |
|        | Election of Chairman            | White  |
|        | (ii) Election of Vice Chairman  | Mc Cool (Resigned)   |
- NB: The Chairman and Vice-Chairman of the following Sub-Committees and Working Groups are elected at their first meeting of the Municipal Year.
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| d) | <b>Pannier Market Sub Committee</b>                                  | Cllrs Kingdon, Smale, Way, Worden, Mayor ex officio & two Market Trader Reps                    |
| e) | <b>Parish Emergency Plan Working Party</b>                           | Cllrs Goodman, S. Lock, McCool (Resigned) & Worden  |
| f) | <b>Youth Council Sub-Committee</b>                                   | Cllrs Bushell, S. Lock, Moore & Worden  |
| g) | <b>Central Park Working Group</b>                                    | Cllrs Bushell, C. Lock, S. Lock, McCool (Resigned), Parkinson (Deceased), Smale, White & Worden |
| h) | <b>Traffic &amp; Highways Working Group</b>                          | Cllrs Bushell, Goodman, McCool (Resigned), Moore, Way & Worden                                  |
| i) | <b>Strategic Planning Working Party</b>                              | Cllrs Bushell, Goodman, White & Worden  |
| j) | <b>Community Woodland Extension &amp; Recreational Working Party</b> | Cllrs Bushell, Goodman, Kingdon, McCool (Resigned) & Moore                                      |

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| k) | <b>Newsletter Sub-Committee</b>                       | Cllrs Bushell, McCool (Resigned), White & Mayor ex officio                  |
| l) | <b>Policy Committee</b>                               | Cllrs Goodman, C. Lock, McCool (Resigned), Moore & White                    |
| m) | <b>Community Buildings Sub-Committee</b>              | Cllrs Bushell, S. Lock, McCool (Resigned), Moore & Worden                   |
| n) | <b>Pathfields Business Park Phase 4 Sub-Committee</b> | Cllrs Goodman, Kingdon, Moore, White & Mayor ex officio                     |
| o) | <b>Supplementary Planning Guidance Sub-Committee</b>  | Cllrs Bushell, C. Lock, Lewis, McCool (Resigned), Worden & Mayor ex officio |
| p) | <b>Swimming Pool Working Party</b>                    | Cllrs Bushell, Moore, Way, Worden & Mr Collyer                              |
8. **TO CONSIDER THE POWERS OF COMMITTEES**  
The Clerk is recommending that the Planning, Finance and Staff Committees be given full powers to act and that all other Sub-Committees and Working Parties should make recommendations to the full Town Council.
9. **MEMBERS TO WHOM TOWN CLERK CAN REFER IN MATTERS OF URGENCY**  
At present these are the Mayor, Deputy Mayor and the Chairman of the Finance Committee.
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| 10. | <b><u>APPOINTMENT OF REPRESENTATIVES</u></b> | <b>2014/2015 Representatives<br/>(for information)</b> |
|     | South Molton Tourist Association             | Cllr Worden  |
|     | South Molton Information Centre              | Cllr McCool (Resigned)                                 |
|     | Devon Association of Local Councils – Larger | Council Sub-Committee                                  |
|     |  | Cllr Goodman   |
|     | South Molton Twinning Association            | Cllr White   |
|     | South Molton Business Association            | Cllr White   |
|     | Crime Prevention Panel                       | Cllrs Bushell, S. Lock, Moore & Worden                 |

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International Tree Foundation	Mrs J. Foster
South Molton Municipal Charities (Trustees)	Cllr Smale (expires 15/5/2015)
	Cllr Way (expires 15/5/2015)
	Cllr S. Lock (expires ?)
	Cllr White (expires 25/9/2015)
Pathfields Business Forum	None
Friends of Community Woodland Group	Cllr McCool (Resigned)
South Molton Community Sports & Physical Activity Network (SMCSPAN)	Cllrs Bushell, Goodman & Worden
Royal British Legion – South Molton Branch	Cllr Moore
South Molton and District Museum Management Group	Cllr C Lock & Kingdon
South Molton Cottage Homes Trustees	Cllr White & Mr C. Squire (No appointment necessary until May 2018)
The PIP Centre	Cllr Goodman
The South Molton & District Licensees Association	Cllr Moore
South Molton & District Volunteer Bureau	Cllr McCool (Resigned)

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