



Notice is hereby given

**Of the Annual meeting of Market Deeping Town Council, which will be held on
Wednesday 17 May 2023 at 7.30pm at the Town Hall Chambers, Market Deeping.
The following business will be transacted:**

AGENDA

Public forum

There will be an Open Session prior to the full council meeting, commencing at 7.30pm lasting for a maximum of 30 minutes, where members of the public are invited to address the Town Council. *This will include five-minute reports from any County/District Councillors.* The full council meeting will commence at 8.00pm or at the closure of the public forum, whichever is the sooner.

1. Election of Mayor 2023/24
2. Election of Deputy Mayor 2023/24
3. For the Mayor, Deputy Mayor and Councillors to sign their acceptance of Office Forms
4. Chairman's Welcome & Introductions
5. To note apologies and accept valid reason for Absence
6. Declarations of Interest under the Localism Act 2011
7. Acceptance of minutes of a meeting held on 12 April 2023
8. Appointment of Councillors to the existing Committees and the appointment of Committee Chairs for 2023/24
9. For members to consider the co-option process for new Councillors
10. Reports: Including reports from Committees: Planning and Highways, DNP, Amenities and Open spaces, Town Hall and Cemetery, Finance and Personnel, Mayor's report and the Clerk's report
11. Correspondence to be noted and resolved upon
12. Council Finances:
 - a) Income & Expenditure by Cost Centre
 - b) Accounts to be paid and
 - c) Review of the Town Council's expenditure incurred under S137 of the Local Government Act 1972
 - d) For members to receive and accept the internal auditor's report
 - e) For members to review the asset register and
 - f) For members to review Ear Marked Reserves
13. For members to approve the Annual Governance and Accountability Return 2022/2023 Part 3 Section 1
14. For members to approve the Annual Governance and Accountability Return 2022/23 Part 3 Section 2
15. For members to consider the Council's General Power of Competence status
16. For members to review and adopt the following Town Council Policies and procedures:
 - a) Complaints procedure
 - b) Data Protection Policy

<ul style="list-style-type: none"> c) Freedom of Information Publication scheme d) Retention and disposal policy e) The management of Transferable data policy f) Data breach policy g) Subject access request procedure h) Press and media policy
17. For members to review and adopt the Town Council's Standing Orders, the Town Council's Financial Regulations and the Town Council's Code of Conduct
18. For members to be given confirmation of arrangements for insurance cover
19. For members to review the council's subscription to other bodies
20. For members to review the arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses
21. For members to review the representation on or work with external bodies and arrangements for reporting back
22. For members to consider allocation of precepted amounts to the library and Youth group
23. For members to consider plans for Christmas events 2023
24. For members to consider and discuss any points raised in the public session
25. Personnel Matters: Consideration to go into Closed Session to discuss: Staff Issues
26. To consider items for inclusion on the agenda items for next meeting of the Town Council, to be held at The Town Hall, Market Deeping on 14 June 2023

Mrs Gail Darnes
Clerk to the Council

11 May 2023