



Notice is hereby given

**Of the Annual meeting of Market Deeping Town Council, which will be held on
Wednesday 8th May 2024 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. <i>This will include five-minute reports from any County/District Councillors.</i> 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 2024/25
2. Election of Deputy Mayor 2024/25
3. For the Mayor and Deputy Mayor 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 10 April 2024
8. Appointment of Councillors to the existing Committees and the appointment of Committee Chairs for 2024/25
9. Reports: Including reports from Committees: Planning and Highways, DNP, AOS, TH&C, Mayor's diary and the Clerk's report
10. Correspondence to be noted and resolved upon
11. Council Finances: a) Income & Expenditure by Cost Centre b) Accounts to be paid for May 2024 c) For members to review Council Finances to 30.4.24 d) For members to consider Ear Marked Reserves to 30.4.24 e) For members to receive and accept the Internal Auditor's report for 2023/4
12. For members to approve the Annual Governance and Accountability Return Form 3 - Annual Internal Audit Report 2023/2024 (page 3 of 6)
13. For members to approve the Annual Governance and Accountability Return Form 3 - Section 1 - Annual Governance statement 2023/2024 (page 4 of 6)
14. For members to approve the Annual Governance and Accountability Return Form 3 - Section 2 – Accounting Statements 2023/24 (page 5 of 6)
15. For members to consider a policy working group to review the Town Council Policies and procedures prior to a compliance visit by Peninsula
16. For members to review and adopt the Town Council's Standing Orders
17. For members to be given confirmation of arrangements for insurance cover
18. For members to consider the sponsorship of the planter by a local company
19. For members to review the arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses
20. For members to review the council's subscription to other bodies
21. For members to discuss forthcoming events: Civic Service (9.6.24), Funday Sunday (7.7.24), Christmas Market (1.12.24) and Celebration event.
22. For members to discuss and consider any points raised in the public session
23. Personnel Matters: Consideration to go into Closed Session to discuss: Staff Issues

24. **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 12 June 2024

Mrs Gail Darnes
Clerk to the Council

2 May 2024