



The 401th Meeting of Flitwick Town Council to be held on Tuesday 21st May 2019 at the Rufus Centre at 7.30pm

PUBLIC NOTICE OF MEETING AND SUMMONS TO COUNCILLORS TO ATTEND

Signed
Interim Town Clerk

AGENDA FOR ANNUAL MEETING

1. **Election of Chairman and to receive Declaration of Acceptance of Office**
2. **To Co-opt candidate to fill the vacancy in the East Ward following the election**
3. **Open Forum**
This is a period of time designated for public participation and shall not exceed a maximum of 15 minutes, unless under special circumstances and at the discretion of the Chairman. Each member of the public is entitled to speak once and not for more than three minutes.
4. **Reports from Central Bedfordshire Members**
To receive any reports or information from the Councillors of the Unitary Authority representing the electoral ward.
5. **To Accept Apologies for Absence**
Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, Members present must decide whether the reason(s) for a Member's absence are acceptable.
6. **Confirmation of Declaration of Acceptance of Office from Councillors**
7. **Election of Vice-Chairman/Deputy Town Mayor and to receive Declaration of Acceptance of Office**
8. **To appoint for the ensuing year:-**
 - A) Committees and Chairmen of Committees of the Council
 - B) Panels, Sub Committees, Working Parties and other groups
 - C) Representatives on Outside Bodies
 - i) To agree the appointment of a Youth Champion
9. **To note any Declarations of Interest relating to items on the agenda**
Members are asked to declare any interest, and the nature of that interest, which they may have relating to any of the items under consideration at this meeting.
10. **To agree to adopt the General Power of Competence using the procedure set out in the report**
11. **Town Mayor's Announcements**
The Town Mayor will make any announcements relating to his role
12. **To note the circulated Clerk's Report**
13. **To note email response received from John Partridge/CBC regarding the letter sent from Cllr Mackey in reference to Crematorium chosen site at Steppingley**

The following minutes/reports are presented for Members to agree their content or request an appropriate amendment

14. **To confirm and adopt the Minutes of the 400th meeting of Flitwick Town Council held on 16th April 2019**
15. **To confirm and adopt the Minutes of the 321st meeting of the Planning Committee held on 25th April 2019**
16. **To confirm and adopt the Minutes of the 94th meeting of the Business Services Committee held on 9th May 2019**
17. **To receive reports from representatives on Outside Bodies**
18. **To discuss and agree a late grant application from Busy Bees.**