



## Annual Meeting of Handforth Town Council

To: Cllrs Tim Hardy, Elizabeth Hindle- Newman, Peter Moore, Susan Moore, Sharon Murray, Tim Royle, Cynthia Samson, Roger Small, John Smith (Chair of Handforth Town Council Until item 23/11/1) Julie Smith & Kerry Sullivan

Town Councillors are summoned to attend the Annual Meeting of Handforth Town Council (HTC) on Tuesday 16<sup>th</sup> May 2023 at 7:00pm at The Youth Centre, Old Road, Handforth.

The meeting will also be available to view on the HTC YouTube Channel:  
<https://www.youtube.com/channel/UCmNIRoV6ujZq24I634xDmhQ/>

### Agenda

- 23/11/1 To elect a Chair to Handforth Town Council and sign the declaration of acceptance of office.
- 23/11/2 To receive apologies for absence.
- 23/11/3 To note Declarations of interest and requests for dispensation to discuss or discuss and vote on a matter in which a member or co-opted Member has a Disclosable Pecuniary or non-pecuniary interest (DPI).
- 23/11/4 Open Forum- Comment and questions concerning items on this agenda may be put to the Council by the public during this period. Matters which, in the Chairman's view require debate and/or a discussion will be referred to the next Committee/Council meeting, as appropriate. Items not pertaining to the agenda may also be taken at this time at the Chairman's discretion. The Public Forum is restricted to 15 minutes and strictly 3 minutes per person unless the Chairman allows otherwise.
- 23/11/5 To elect a vice chair to Handforth Town Council and sign the declaration of acceptance of office.
- 23/11/6 To elect members to the following committees, groups, and outside bodies:
- a) Committees.
- The Finance Committee  
The Planning Committee  
The Environment Committee  
The Personnel Committee

b) Working Groups and lead councillors.  
 The Devolution and Assets Transfer Working Group  
 Christmas event Working Group  
 HTC Grant Award Liaison  
 Manchester Airport Representative  
 Police Liaison  
 CE Youth Services / Handforth Junior Youth Club Liaison  
 Community Rail Partnership Liaison  
 Friends of Handforth Station representative  
 Engine of the North Liaison  
 Youth Council representative – Local Schools  
 Community Centre working group  
 Lead Councillor – Local businesses  
 Lead Councillor – Highways  
 Lead Councillor – Parks and Open Spaces  
 Lead Councillor – Public Relations

- 23/11/7 To confirm the Council’s eligibility criteria to exercise the General Power of Competence. Two criteria must be met: two thirds of members are elected, and the Council has a CiLCA qualified clerk.
- 23/11/8 To review the council’s level of insurance provision and agree the quotation from Zurich for 23/24.
- 23/11/9 To review and agree the Town Council’s 2023/24 Risk Assessment.
- 23/11/10 To receive the internal auditor’s year end 22/23 report.
- 23/11/11 To review the Council’s asset Register.
- 23/11/12 Delegation of Powers: To approve the delegation of the Town Council’s power in respect of planning matters to the Planning Committee of the Town Council and finance matters to the Finance Committee of the Town Council.
- 22/11/13 To elect a Chair to the Council’s Finance Committee.
- 23/11/14 To elect a Chair to the Council’s Planning Committee.
- 23/11/15 To elect a Chair to the Council’s Environment Committee.
- 23/11/16 To elect a Chair to the Council’s Personnel Committee.
- 23/11/17 To review the Council’s Standing Orders.

23/11/18 To review the Council's Financial Regulations.

Close of meeting.

Ashley Comiskey Dawson CiLCA  
Clerk to Handforth Town Council  
09<sup>th</sup> May 2023