

Notice of the Mayor-Making and Annual Meeting of

Didcot Town Council
4th May 2020 at 7.30pm

Online at zoom.us (or via your device app)



All Members of Didcot Town Council are summoned to attend the **Mayor-Making and Annual Meeting** of the Council on **Monday 4th May 2020 online at 7.30pm.**

Admission of the public and media

The Council welcomes members of the public to its meetings in accordance with the Public Bodies (Admission to Meeting) Act 1960. Admission to this meeting will be online (**The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.**)

Reports and minutes

We add reports and minutes to our website.

Recording, photographs and filming

The press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such members of the public may be recorded or photographed during the meeting.

We ask that anyone wishing to record or photograph the meeting notifies the Town Clerk before the start of the meeting.

Public participation – via zoom.us (or via your device app)

The Council welcomes the public's involvement in meetings, which must be in accordance with our rules (Standing Orders 18 – 20 on a matter before the Council).

At the relevant time during the meeting, the Mayor will invite members of the public to present their questions, statements or petitions. To find out about participation – or

to view without speaking – please email the Town Clerk to request an invitation and the meeting ID at jwheeler@didcot.gov.uk .

How to join the meeting using zoom.us

Should any member of the public wish to join the electronic meeting, please contact the Town Clerk by email – jwheeler@didcot.gov.uk to request an invitation. You will be provided with instructions on how to join the meeting. You will need to sign up to a Zoom account, which is free. You should use your browser to find zoom.us, then simply follow the instructions to sign up. Should you wish to comment rather than attend, please email the Town Clerk or the Mayor prior to the meeting.



The business to be transacted at the meeting will be:

1. **Election of the Town Mayor for 2020/2021 and signing of Declaration of Acceptance of Office**
2. **Election of the Deputy Town Mayor for 2020/2021 and signing of Declaration of Acceptance of Office**
3. **Election of the Leader of the Council for 2020/2021**
4. **Election of the Deputy Leader of the Council for 2020/2021**
5. **To receive apologies**

6. **To receive declarations of interests**

Members are reminded to declare any interests on any item on this agenda in accordance with Didcot Town Council's Code of Conduct.

Suspend Standing Orders to allow for:

- Speech from the incoming Mayor and confirmation of charities
- Review of the 2019-2020 year from the outgoing Mayor – Cllr Anthony Dearlove

Re-instate Standing Orders

7. **To review the Scheme of delegation to Committees under Standing Orders 98 - 105 and to employees under Standing Orders Section 5 – see attached report, terms of reference and new F&GP meeting date**
8. **To receive nominations to existing Committees and to make appointments in accordance with Standing Order 87 and to receive nominations of Chair and Vice-Chair subject to their election at the first meeting of the Committee – see attached report**
9. **To approve and adopt the minutes of the full Council meeting held on 2nd March 2020, and to include questions on the minutes as to the progress of any item – see minutes attached.**

...cont'd/

10. To consider recommendations of Committees to Council in accordance with Standing Orders 98 to 105

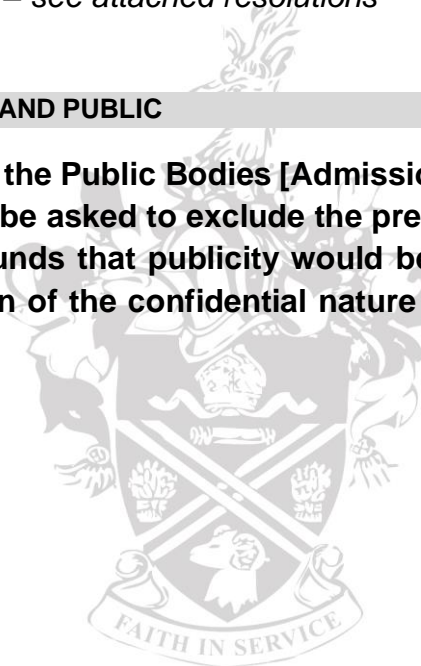
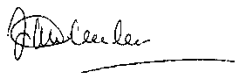
(a) Finance and General Purposes Committee – 27th April meeting – minutes to be received at meeting in June 2020

Adoption of Standing Orders and Financial Regulations April 2020
– as attached – to be tabled without comment and reviewed at the next meeting of the full Council in June 2020.

11. To table without debate the resolutions as suggested by the Town Council’s legal advisers – referring to the adoption of the Standing Orders April 2020 – see attached resolutions

EXCLUSION OF THE PRESS AND PUBLIC

Pursuant to Section 1 of the Public Bodies [Admission to Meetings] Act 1960 the committee will be asked to exclude the press and public from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted



Mrs Janet Wheeler
Town Clerk and Responsible Finance Officer
28th April 2020