



# MILDENHALL HIGH TOWN COUNCIL

The Pavilion, Recreation Way, Mildenhall, Suffolk, IP28 7HG  
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Town Manager: Mark Knight

## **ANNUAL TOWN COUNCIL MEETING**

**Notice of meeting to be held on Thursday 26<sup>th</sup> May 2022 at 6.00pm in  
FENLAND ROOM, THE PAVILION, RECREATION WAY, MILDENHALL, IP28 7HG  
for the purpose of transacting the following business.**

## **AGENDA**

### The Openness of Local Government Bodies Regulations 2014

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting. The Council has a Policy, a copy of which will be displayed outside the Council Chamber or other meeting room as appropriate and is available on request

## **WELCOME**

1. **Nomination for and Election of Mayor of the Council and Declaration of Acceptance of Office.**
2. **Nomination for and Election of Deputy Mayor of the Council and Declaration of Acceptance of Office.**
3. **Apologies and acceptance for absence**
4. **Declarations of Interest and Dispensations**
  - (a) In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda**.  
(In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the meeting room immediately after making representations, answering questions or giving evidence – **Please contact the office should any item need clarification**)
  - (b) Town Manager to report any written requests for dispensation in respect of items on this agenda.
5. **Public Participation** (as permitted by Standing Order 3d & 5kxiii)

Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 3 minutes per individual and 15 minutes in total unless such time is extended by the Chairman of the meeting).

6. **Amenities and Operations Committee**
  - 6.1 To populate this committee (10 Members).
  - 6.2 To elect a chair for this committee.
  - 6.3 To elect a vice-chair for this committee.

**7. Planning Committee**

- 7.1 To confirm the members of this committee (all Members).
- 7.2 To elect a chair for this committee.
- 7.3 To elect a vice-chair for this committee.

**8. Establishment and Policy Committee**

- 8.1 To populate this committee (8 Members).
- 8.2 To elect a chair for this committee.
- 8.3 To elect a vice-chair for this committee.

**9. Personnel Committee**

- 9.1 To populate this committee (6 Members).
- 9.2 To elect a chair of this committee.
- 9.3 To elect a vice-chair for this committee.

**10. Communications and Events Committee**

- 10.1 To populate this committee (8 Members).
- 10.2 To elect a chair for this committee.
- 10.3 To elect a vice chair for this committee.

**11. Appointment of Working Groups and Panels**

- 11.1 To discuss and review the need for the Finance Strategy Working Group
- 11.2 To discuss and review the need for the Cemetery Extension Working Group
- 11.3 **Finance Strategy Working Group**
  - 11.3a To populate this group (6 Members).
  - 11.3b To elect a chair of this Working Group.
  - 11.3c To elect a vice chair for this Working Group.
- 11.4 **Cemetery Extension Working Group**
  - 11.4a To populate this group (6 Members).
  - 11.4b To elect a chair of this Working Group.
  - 11.4c To elect a vice chair for this Working Group.

**12. Appointment of representatives on Outside Bodies (PAPER A)**

**13. To appoint the cheque signatories for the 2022/3 Civic Year (proposed as Mayor, Deputy Mayor, Chair of Amenities and Operations Committee, Chair of Establishment and Policy Committee)**

**14. To agree the following donations for the 2022/3 Civic Year**

- 14.1 Royal British Legion Poppy Appeal
- 14.2 King's Church assistance with Merry Mildenhall
- 14.3 Mildenhall Sea Cadets for assistance with events
- 14.4 Mildenhall College Academy Award

**15. To agree the following memberships for the 2022/3 Civic Year**

- 15.1 Suffolk Association of Local Councils
- 15.2 Council for the Preservation of Rural England
- 15.3 Mildenhall Twinning Association

- 15.4 Society of Local Council Clerks
- 15.5 Institute of Cemetery and Crematorium Management
- 15.6 Creative Arts East

- 16. To receive the updated calendar of meetings for the 2022/3 Civic Year. (PAPER B)
- 17. To resolve to use the General Power of Competence
- 18. Exchange of information
- 19. Time and Venue of next Council meeting on Thursday 26<sup>th</sup> May 2022 at 7pm (Fenland Room of The Pavilion).

## **CLOSE**

Note to Members – Register of Members Interest

Should any change need to be made to your form please be reminded that this should be actioned within 28 days of the change

**THE PUBLIC ARE INVITED TO ATTEND THE ABOVE MEETING**

*Mark Knight* Town Manager

dated *20<sup>th</sup> May 2022*