



28<sup>th</sup> April, 2020

Follow the passing of the Coronavirus Act 2020 (c. 7), Councils are unable to meet in person during the COVID emergency.

Councillors are hereby summons to attend the Annual Town Council meeting to be held online via the Zoom video conferencing system on **5<sup>th</sup> May, 2020 at 7.30pm.**

## **INFORMATION FOR THE PUBLIC**

Members of the public are encouraged and welcome to attend the meeting either virtually or by telephone.

Please contact the Clerk to request the login details and instructions on how to access the meeting.

Members of the public have no right to participate in the general proceedings of the Council meeting, with the exception of the Public Participation Session. Requests to address Council should be submitted to the Clerk at least 48 hours prior to the meeting with a written copy of what they wish to say.

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## **ANNUAL MEETING AGENDA**

- 1**     **ELECTION OF TOWN MAYOR**
  
- 2**     **ELECTION OF DEPUTY MAYOR**
  
- 3**     **ELECTION OF COUNCILLORS FOR SPECIFIC ROLES**
  
- 4**     **APPOINTMENT OF MEMBERS TO SERVE ON OUTSIDE BODIES**
  
- 5**     **TO RECEIVE DISCLOSURES OF INTEREST**
  
- 6**     **APPOINTMENT OF PROFESSIONAL BODIES**  
To receive and consider the following appointments
  - (a) Solicitor – Freeth
  - (b) Property Agent – Breckon & Breckon
  - (c) Bank – Unity Trust Bank
  - (d) Investment- The Public Sector Deposit Fund managed by CCLA
  - (e) Insurance – Zurich (5 year contract agreement)
  - (f) Employment and H&R Advisors – OALC
  - (g) Water Meadow Management – Wychwood Project

**7 STANDING ORDERS AND FINANCIAL REGULATIONS**

To confirm the use of WTC Standing Orders and Financial Regulations

**8 FIXED ASSET REGISTER AND RISK ASSESSMENT FOR 2019/20**

To note that the Fixed Asset Register and Risk Assessment have been reviewed and updated.

**8 CALENDAR OF MEETINGS**

To confirm the calendar of meetings 2020/21



Janine Saxton  
Town Clerk