



BLYTH TOWN COUNCIL

To: ALL MEMBERS OF THE COUNCIL

You are hereby summoned to attend the **fifth Annual Meeting** of **BLYTH TOWN COUNCIL** to be held in the Council Chamber, Arms Everytyn House, Quay Road, Blyth, Northumberland, NE24 2AS on **Thursday 9th May 2012 at 6.30pm.**

The Agenda for the meeting is set out below

A handwritten signature in black ink, appearing to read "Stephen Rickitt".

STEPHEN RICKITT
Town Clerk (Democratic Services)
Blyth Town Council

30th April 2013

In order to participate in the proceedings, all councillors must have completed a declaration of acceptance of office, which requires witnessing by one of the Town Clerks

AGENDA:

- 1. Election of Mayor**
- 2. Receive Mayor's Declaration of Acceptance of Office**
- 3. To decide when any declarations of acceptance of office which have not been received as provided by law shall be received**
- 4. Election of Deputy Mayor**

5. Apologies for Absence

6. To Appoint Representatives to Outside Bodies: -

Current Appointments:

DATE:	ORGANISATION:	APPOINTEE:
9 July 2009	BRIC (2)	
9 July 2009	Blyth Young Peoples Centre (1)	
September 2010	NALC County Committee (1)	
April 2012	Friends of Ridley Park	
December 2011	LMAPs Committee	
September 2012	North Blyth Biomass Steering Group	
June/July 2012	Citizens Advice Bureau	

NB Councillors appointed as representatives to Outside Bodies shall so act until the next Annual Meeting or the Council or until they cease to be a Town Councillor.

7. To agree the establishment of the following committees of the Town Council

Name of Committee (& number of members)	Terms of reference and powers
Allotments (7)	To supervise and make decisions or recommendations regarding the operation of the Council's allotments.
Assets (7)	To supervise and make decisions or recommendations regarding any asset of the Council, except for assets relating to allotments.
Events (7)	To supervise and make decisions or recommendations regarding the Council's functions in providing entertainments or encouraging visitors.
Finance (7)	(1) To supervise and make decisions or

	<p>recommendations in respect of the Council's overall financial affairs.</p> <p>(2) To exercise the powers allocated to the Finance Committee by the Council's Standing Orders and Financial Regulations.</p> <p>(3) To supervise the audit of the Council.</p>
Planning and Development (7)	<p>(1) To exercise the role of the Council under the Planning Acts, including responding to consultations.</p> <p>(2) To supervise and make decisions or recommendations concerning development within Blyth or its surrounding area.</p>
Staff (7)	To supervise and make decisions or recommendations regarding the Council's role as an employer.
<i>Policy Working Group (all councillors)</i>	<i>To make recommendations regarding policies of the Council, including making an annual review of all policies.</i>
<i>Community Grants (7)</i> <i>NB: This is a suggested new committee.</i>	<i>To award grants to outside bodies and to make recommendations for policies concerning the award of community grants.</i>

8. To Appoint Members to the Committees

The Council shall then stand adjourned for a short period to enable the committees to elect their respective Chairs and Vice-Chairs

9. Allotments Committee Meeting to be held after Agenda Item 7 to elect Chair and Vice-Chair

10. Assets Committee Meeting to be held at rising of the Allotments Committee Meeting to elect Chair and Vice-Chair

11. Events Committee Meeting to be held at rising of the Assets Committee Meeting to elect Chair and Vice-Chair

- 12. Finance Committee Meeting to be held at rising of the Events Committee Meeting to elect Chair and Vice-Chair**
- 13. Planning & Development Committee Meeting to be held at rising of the Finance Committee Meeting to elect Chair and Vice-Chair**
- 14. Staff Committee Meeting to be held at rising of the Planning & Development Committee Meeting to elect Chair and Vice-Chair**
- 15. Policy Working Group to be held at the rising of the Staff Committee to elect Chair and Vice-Chair**
- 16. *Subject to being established under item 7 above Community Grants Committee Meeting to be held at the Rising of the Policy Working Group to elect Chair and Vice-Chair***

The Council meeting shall then resume

17. Minutes from the previous Meeting

To agree the minutes of the Town Council held on 21 March 2013.

18. To receive and adopt the minutes of the following committees

- (1) Assets Committee – 9 April 2013**
- (2) Planning and Development Committee held on 4 April 2013**

19. Proposed Induction Scheme

To note arrangements put in place for an induction scheme available to all.

20. Timetable for forthcoming Municipal Year

To note the timetable for the forthcoming municipal year.

21. Items of Business for urgent Attention

To note any forthcoming items of business for urgent attention.

TO ALL BLYTH TOWN COUNCILLORS