

**UPPINGHAM**

**TOWN COUNCIL**

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28th April 2022

To: Members of the Town Council

**I HEREBY SUMMON YOU TO THE ANNUAL COUNCIL MEETING** which will take place on **Wednesday 4th May** at **7:30 pm** in Uppingham Town Hall. The agenda of the business to betransacted is detailed below:

**Sharon W Coe**

**Clerk to the Council**

**Agenda.**

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| 1234567891011121314151617181920. | abcdeabcdeabcdeabcdefghiabcdefababc | To elect the Town Mayor for the forthcoming year.To receive the declaration of acceptance of office of the elected Town Mayor.Mayor’s opening remarks.To receive apologies for absence.Declaration of members’ interests and applications for dispensations.Public speaking – an opportunity for the public to speak, in accordance with Standing Orders 2.3.4-2.3.9To elect the Deputy Mayor for the forthcoming year.To confirm the minutes of the full council meeting held on 13th April 2022. To review the Scheme of Delegation for Uppingham Town Council To receive nominations and agree membership for the following committees:Finance and General Purposes CommitteeAmenities CommitteePlanning Committee Staffing CommitteeNeighbourhood Plan Advisory GroupTo elect a Chair and Vice-chair for:Finance and General Purposes CommitteeAmenities CommitteePlanning CommitteeStaffing Committee Neighbourhood Plan Advisory Group (Chair only)To agree Council representation on the following:Uppingham in BloomUppingham Twinning AssociationThe Uppingham Town Partnership EventsRutland Access GroupResilience GroupConsider, review and confirmation of adoption of council’s policies: Standing Orders including Code of Conduct and Communications and Media PolicyFinancial Regulations Financial Reserves Policy Financial Oversight DocumentFinancial & Management Risk AssessmentCouncil’s complaints procedure Equality & Diversity PolicyGrant Aid Policy & RulesProcedure for requests under the Freedom of Information Act 2000 including the Model Publication SchemeGDPR policies:Records Management & Retention Policy Subject Access Request Policy General Privacy Notice & Privacy Notice for UTC Members and StaffData Protection PolicyData Breach Policy Staff HandbookTo consider a draft meeting schedule for the coming yearTo consider the appointment ofan HR adviser to Uppingham Town Council.an independent internal auditor for the financial year 2022-23To reconfirm that the Council gives it full support to Uppingham being a Fairtrade town and will endeavour to promote and use Fairtrade products.To receive reports and consider recommendations from UTC committees:Finance & General Purposes Committee, 27th April Planning Committee, 27th AprilNpag 28th AprilTo consider the funding request for further allocation of the Consultants time in preparing the revised Neighbourhood Plan.**To pass a resolution that, in view of the confidential nature of the following agenda items, the press and public be excluded from the meeting, in accordance with the Public Bodies (Admission to Meetings) Act 1960, section 1.** To receive the Clerks Report in consideration of interim staffing requirements. |