

Leek Town Council

Leek Town Mayor
Susan Coleman



Leek Town Council
15 Stockwell Street
Leek, ST13 6DH
Tel: 01538 381271

14th May 2020

Dear Councillor,

I hereby give notice that the Annual Meeting of **Leek Town Council** will be held remotely on **Tuesday 19th May 2020 at 7.00pm**.

Yours faithfully,

Mrs. Julie Taylor
Leek Town Clerk

Apologies for absence.

ANNUAL MEETING OF THE TOWN COUNCIL **AGENDA**

The meeting will initially be chaired by Cllr. Coleman

1. Election of Mayor for the ensuing year. (The Mayor to sign the declaration of acceptance of office).

The meeting will now be chaired by the new Mayor.

2. Appointment of Deputy Mayor for the ensuing year. (The Deputy Mayor to sign the declaration of acceptance of office).
3. To approve the minutes of the meeting held on 18th February 2020.
4. Mayor to Return Thanks For Election
5. Deputy Mayor to Return Thanks For Appointment
6. Vote of Thanks to Retiring Mayor
7. Appointment of Committees To approve composition of Committees including respective Chairman and Vice-Chairman. Please see attached.
8. Cheque signatories
To consider that the signatories for the Natwest bank accounts remain the same (Cllrs: Benefer, Coleman, Johnson, M. Swindlehurst and Wales).
To consider adding two cheque signatories for the Co-operative Mayor's charity account.
9. Finance
 - i) To receive the Financial Statement and Report for the 12 months to 31st March 2020.
 - ii) To approve payment of the accounts. See attached.
10. To receive items for information To report matters for information not on the agenda and to raise items for future agendas.