



FARNHAM TOWN COUNCIL

Agenda Annual Meeting of Full Council

Time and date

7.00pm on Thursday 12th May 2011

Place

The Council Chamber, South Street, Farnham

TO: ALL MEMBERS OF THE COUNCIL

Dear Councillor

You are hereby summoned to attend a Meeting of **FARNHAM TOWN COUNCIL** to be held on **THURSDAY 12th MAY 2011**, at **7.00PM** in the **COUNCIL CHAMBER, SOUTH STREET, FARNHAM, SURREY GU9 7RN**.

The Agenda for the meeting is attached

Yours sincerely

A handwritten signature in black ink, appearing to read 'Iain Lynch'.

Mr Iain Lynch
Town Clerk

Members Apologies

Members are requested to submit their apologies and any Declarations of Interest to Ginny Gordon, on 01252 823191 the Mayor's Secretary, by 5 pm on Wednesday 11th May 2011.

Recording of Council Meetings

This meeting is digitally recorded for the use of the Council only.



FARNHAM TOWN COUNCIL

Agenda Annual Meeting of Full Council

Time and date

7.00pm on Thursday 12 May 2011

Place

The Council Chamber, South Street, Farnham

1 Apologies

To receive apologies for absence.

2 Disclosure of Interests

To receive from members, in respect of any items included on the agenda for this meeting, disclosure of any personal or prejudicial interests in line with the Town Council's Code of Conduct and gifts and hospitality in line with Government Legislation.

NOTES:

- (i) *Members are requested to make declarations of interest by 5pm on Wednesday 11 May 2011. Alternatively, Members should complete the relevant form and hand to the Town Clerk before the start of the meeting.*
- (ii) *Members are reminded that if they declare a prejudicial interest they must leave immediately after having made representations, given evidence or answered questions and before any debate starts unless dispensation has been obtained.*

3 Minutes

To receive the minutes of the meeting held on 21st April 2011

Appendix A

4 Election of the Town Mayor

To elect the Town Mayor for the municipal year 2011/2012.

5 The Town Mayor to make the Declaration of Acceptance of Office

To receive the Mayor's Declaration of Acceptance of Office.

6 Election of Deputy Town Mayor

To elect the Deputy Town Mayor for the municipal year 2011/2012.

7 The Deputy Town Mayor to make the Declaration of Acceptance of Office

To receive the Deputy Town Mayor's Declaration of Acceptance of Office.

8 Vote of Thanks to Retiring Town Mayor

To receive the Vote of Thanks for the retiring Town Mayor.

8 Presentation of Past Town Mayor's Badge

Past Town Mayors' Badge to be presented.

9 Date of Next Meeting

To note that the next Meeting of Full Council will be held in the Council Chamber, South Street Farnham on Thursday 19th May 2011 at 7.30pm or at the conclusion of the Members' Induction Workshop, whichever is the later.

The Town Mayor will close the meeting and invite Members and invited guests to stay for light refreshments.

6th May 2011

Note: The person to contact about this agenda and documents is The Town Clerk, Farnham Town Council, South Street, Farnham, Surrey. GU9 7RN. Tel: 01252 712667

Membership:

Councillors John Ward (Town Mayor),
Jill Hargreaves (Deputy Town Mayor),
David Attfield,
David Beaman,
Patrick Blagden,
Carole Cockburn,
Pat Frost,
Carlo Genziani,
Stephen Hill,
Sam Hollins-Owens,
Graham Parlett,
Jessica Parry,
Julia Potts,
Jennifer O'Grady,
Stephen O'Grady,
Susan Redfern,
Jeremy Ricketts,
Roger Steel,

Distribution:

Full agenda and supporting papers to all Councillors (by post)



FARNHAM TOWN COUNCIL

A

Minutes Council

Time and date

7.00pm on Thursday 21 April 2011

Place

The Council Chamber, South Street, Farnham

- * Cllr J Ward (Town Mayor)
- * Cllr G Hargreaves (Deputy Town Mayor)
- 0 Cllr D Attfield
- * Cllr G Beel
- * Cllr C Cockburn
- * Cllr V Duckett
- * Cllr (Mrs) P Frost
- * Cllr R Frost
- * Cllr L Fleming
- * Cllr C Genziani
- * Cllr S Hill
- * Cllr D Le Gal
- 0 Cllr A Lovell
- * Cllr J Maines
- * Cllr S O'Grady
- * Cllr R Steel
- * Cllr C Storey
- 0 Cllr A Thorp

- * Present
- 0 Apologies for absence

Officers Present:

Iain Lynch (Interim Town Clerk)

Trevor Leggo (Director, Surrey and Sussex Association of Town and Parish Councils)

QUESTIONS BY THE PUBLIC

There were no questions from the Public

C 179/10 APOLOGIES FOR ABSENCE
Apologies were received from Councillors Attfield, Lovell and Thorp

C 180/10 MINUTES
The Minutes of the Farnham Town Council Meeting held on Thursday 14th April 2011 were agreed and signed by the Town Mayor as a correct record.

C 181/10 DISCLOSURE OF INTERESTS

Name of Councillor	Agenda/Minute Number	Subject	Type of Interest	Reason
S O'Grady	11	Recruitment of Town Clerk	Fellow Trustee with one of shortlisted candidates	Personal

C 182/10 STATEMENTS BY THE PUBLIC
There were no Statements from the public.

C 183/10 TOWN MAYOR'S ANNOUNCEMENTS
The Town Mayor announced that he had:

- Received apologies that Mr Skingle was unable to attend the meeting but was making a cake for the Mayor's Tea Tent at the Farmers' Market. The Mayor hoped fellow councillors would also be able to support the event with a home-baked cake.
- Presented awards at the Farnham Sports Association awards and was impressed with the quality of talent in Farnham – including the European Freestyle Football Champion.

The Mayor thanked Councillors for their support over the year and wished everyone well for the future.

Part I – Items for Decision

C 184/10 PLANNING APPLICATIONS
Members received the minutes of the meeting of the Planning Consultative Group held on the 13th April 2011.

C 185/10 ANNUAL ACCOUNTS AND AUDIT
Members discussed the report attached at Appendix C. Councillor Le Gal said the proposed review would give comfort on the Audit Trail for the finance function and the preparations of the accounts.

RESOLVED to:

- 1. Note the outcome of the Consultation on the Accounts and Audit Regulations;**
- 2. Appoint the Audit Commission to provide advice and support in the preparation of the end of year accounts and review procedures and practices at Farnham in accordance with best practice guidance at a cost of up to £3,000 with the costs met from the 2011/12 Audit budget.**

Part 2 – Items Noted

C 186/10 DATE OF NEXT MEETING
Members noted that the Annual Meeting would take place on Thursday 12th May at 7.00pm

C 187/10 EXCLUSION OF THE PRESS AND PUBLIC
RESOLVED: That in view of the confidential nature of business to be transacted at Agenda Items 10 and 11 (Minutes and Recruitment of Town Clerk) it was advisable in the public interest that the public and press be temporarily excluded and they were instructed to withdraw at the end of Item 9.

The Interim Town Clerk left the meeting at this point

Part 3 – Confidential Items

C 188/10 RECRUITMENT OF TOWN CLERK
to C191/10
Members considered the recommendations of the HR Panel and **RESOLVED** that **Mr Iain Charles Scott Lynch** be appointed **Town Clerk & Responsible Finance Officer under Section 151 of the Local Government Act 1972** with effect from **1st May 2011**, on the terms and conditions previously agreed by the Council.

The Town Mayor closed the meeting at 7.32 pm

Date

Town Mayor