

**To all members of the Council, you are hereby summoned to attend an Annual Meeting of Baildon Town Council, to be held at Baildon Community Link on Monday the 9th May 2022 7 pm.**

**Members of the press and public are entitled by law to attend all meetings of the Council and to record and film the proceedings of those meetings in accordance with the Council’s policy on the effective management of recording at Council meetings. However, under the provisions of the Public Bodies (Admissions to Meetings) Act 1960 S1(2), members of the public and the press will be excluded during consideration of business of a confidential nature.**

Adrian Naylor, Town Clerk 3rd May 2022

**AGENDA**

**1. Election of the Chairman**

To elect the Chairman of the council for the year 2022 – 2023.

To receive the Chairman’s Declaration of Acceptance of Office.

To elect the Vice-Chairman of the Council for the year 2022 – 2023.

**2. Chairman’s opening remarks**

**3. Approve reasons for absence**

**4. Disclosures of interest**

**5. Minutes of the previous meeting**

To approve the minutes of the meeting of the Full Council on the 14th of March 2022.

**6. Terms of reference for committees**

To consider the terms of reference as attached for committees and consider any amendments as required,

* Governance
* Community
* Economy
* Environment
* Planning

**7. Committee membership**

To appoint members to the following committees,

* Community Committee
* Economy Committee
* Environment Committee
* Planning Committee

**8. Committee’s substitute scheme**

To approve a list of named Councillors to the substitute scheme.

**9. Standing Orders and Financial Regulations**

To confirm the adoption of Standing Orders and Financial Regulations and note they will be reviewed by the Governance Committee within the next 12 months.

**10. Appointments to external organisations**

To appoint representatives to the following external organisations,

* Yorkshire Local Councils Associations (YLCA) South Pennine Branch
* The Bradford District Local Councils’ Liaison group
* The Shipley Constituency Area Partners’ Advisory Group (SCAPAG)
* Saltaire World Heritage Steering Group (SWHSG)
* Baildon Community Link Management Committee

**Town Clerk Tel.** 07938 062814 **Email:** clerk@baildontowncouncil.gov.uk

*The council welcome public participation at their meetings. Under Standing Orders 1 (c) (d) (e) & (f) the members will determine whether to refer matters arising to in this session to be referred to a future ordinary council meeting, committee or Clerk. There is no requirement in law for an immediate response to be made at the meeting. Under Public Participation, no member of the public, councillor or officer, may speak for more than three minutes on one item unless agreed by the Chair.*