



MADELEY TOWN COUNCIL

Jubilee House
74 High Street, Madeley,
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Town Clerk: Alison Hinks
7 May 2024

Notice is hereby given that the **Annual Meeting of Madeley Town Council** will be held on **Monday 12 May 2025** commencing at **6.30 pm** at **Jubilee House, High Street, Madeley.**

AGENDA

1. Election of Mayor – Declaration of Acceptance of Office
2. Remarks from the Mayor
3. Election of Deputy Mayor
4. Apologies for Absence – *to approve*
5. Public Discussion
6. Declaration of Interests
7. Minutes
 - 7.1. Minutes of the Full Council Meeting held on 7 April 2024 – *to confirm and approve* APPENDIX A
8. Review of Committee Structure and Terms of Reference – *to approve* APPENDIX B
9. Appointment of Council Committees 2025-26 – *to approve* APPENDIX C
10. Appointment of Representatives to Outside Bodies 2025-26 – *to approve* APPENDIX D
11. Meetings Schedule 2024-25 – *to approve* APPENDIX E
12. Review of New Model Standing Orders – *to review and approve* APPENDIX F
13. Budget & Finance
 - 13.1. Bank Mandate – *to approve* APPENDIX G1
 - 13.2. Direct Debit/Standing Order Mandate – *to approve* APPENDIX G2
 - 13.3. Councillor Allowances & Councillor and Officers Expenses Mandate – *to approve* APPENDIX G3
 - 13.4. Councillor Allowances & Expenses Report – *to note* APPENDIX G4
 - 13.5. Annual Subscription Review – *to approve* APPENDIX G5
 - 13.6. External Audit Programme 2024-25 – *to note* APPENDIX G6
 - 13.7. Insurance Renewal - *to note*
14. Policies
 - 14.1 Complaints Policy – *to note* APPENDIX H1
 - 14.2 Freedom of Information Policy – *to approve* APPENDIX H2
 - 14.3 Press Policy – *to confirm and approve*
 - 14.4 Employment Policies – *to confirm and approve*
15. Exclusion of Press and Public - that, because of the confidential nature of the business about to be transacted, councillors consider a resolution to exclude press and public from the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960 sec.1 to consider the following items:
 - 15.1 The Hub on the Hill, Sutton Hill – *to update*
 - 15.2 Staffing – *to update*
16. Correspondence
17. Information
18. Date of Next Meeting
The next Madeley Town Council meeting is arranged for Monday 23 June 2025 at 6.30pm at Jubilee House, High Street, Madeley

Alison Hinks

Alison Hinks, Madeley Town Clerk