



**You are hereby summoned to attend the meeting of Haverhill Town Council to be held at Haverhill Arts Centre, High Street, Haverhill on Tuesday 28<sup>th</sup> May 2013 commencing at 7.30pm, for the purpose of transacting the following business:**

**CONSTITUTION:**      **Town Mayor:**                      **Cllr. P Hanlon**  
                                 **Town Councillors:**                      **L Ager, R André,**  
                                                                              **M Byrne, L Carr,**  
                                                                              **P French, E Goody,**  
                                                                              **B Hawes, M Martin,**  
                                                                              **B McLatchy, D Russo,**  
                                                                              **A Samuels, G Stroud,**  
                                                                              **J Stroud, and C Turner**

## **AGENDA**

1.      **Election of Town Mayor**  
        To receive nominations for the position of Town Mayor and receive their Declaration of Acceptance of Office.
2.      **Address by Outgoing Mayor**  
        The outgoing Mayor will give an address.
3.      **Vote of Thanks**  
        To propose a vote of thanks to the outgoing Town Mayor.
4.      **Apologies for Absence**  
        Please give any apologies to the office before the meeting.
5.      **Declarations of Interests**  
        For Members to declare any interests in matters on the agenda.
6.      **Election of Deputy Mayor**  
        To receive nominations for the position of Deputy Town Mayor and receive their declaration of Acceptance of Office.
7.      **Vote of Thanks**  
        To propose a vote of thanks to the outgoing Deputy Town Mayor.
8.      **Mayor's Allowance**  
        To agree the payment of the Mayor's Allowance in accordance with Section 15(5) of the Local Government Act 1972. The budget allowed for this to be £2,500.
9.      **Outside Representatives**  
        To appoint two Councillors to represent the Town Council on the One Haverhill Board, and to delegate authority to Committees to make appointments of representatives to other outside bodies.

10. **Town Council Committees**  
To confirm the allocation of Committee seats.
11. **To confirm Minutes of the Meeting held 30<sup>th</sup> April 2013**
12. **To deal with any urgent matters arising from the Minutes**
13. **To confirm the Clerk's re-appointment as Responsible Financial Officer.**  
The Council is required to appoint a Responsible Financial Officer. This position is currently held by the Clerk.
14. **To confirm the appointment of Heelis & Lodge as Independent Internal Auditor**  
The Council is required to appoint an Independent Internal Auditor. Heelis and Lodge have been the Council's Independent Internal Auditor since 2009.
15. **To Resolve Not to Adjourn for a Public Forum**  
In view of the fact that this meeting has been preceded by the Town Meeting it is recommended that no Public Forum be held tonight.
16. **Adoption of Committee Reports**  
**Planning Committee**  
To move the adoption of the minutes of the Planning Committee meeting held 7<sup>th</sup> May 2013
17. **To authorise urgent payments.**
18. **To receive urgent correspondence**
19. **Matters of report**
20. **Closure**



**Will Austin**  
**Town Clerk**

**DATE: 21<sup>st</sup> May 2013**