

# PORTHCAWL TOWN COUNCIL



Porthcawl Town Council  
16-18 Mary Street/16-18 Heol-Fair  
Porthcawl  
CF36 3YA

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21<sup>st</sup> May 2020

To all Members of Council

Dear Councillor

You are summoned to attend the Annual Meeting of Council to be held electronically on **Thursday 28<sup>th</sup> May 2020 immediately following the 'Special' Full Council Meeting.** (Platform used will be ZOOM)

**Any Member of the Public wishing to join the Annual Meeting of Council can apply by contacting the Town Clerk by e-mail at [scott.elder@bridgend.gov.uk](mailto:scott.elder@bridgend.gov.uk) or alternatively on 07377073558.**

Yours sincerely

**Scott Elder CMgr MCMI**  
**General Manager/Town Clerk**

## **AGENDA**

1. To receive the remarks of the retiring Mayor.
2. To receive the remarks of members and staff.
3. To elect a Mayor 2020-2021.
4. To receive the Mayor's declaration of acceptance of office or, if not received, to decide when it shall be received.

5. Investiture of Town Mayor.
6. To elect a Deputy Mayor.
7. Investiture of Deputy Mayor.
8. To receive apologies for absence.
9. To appoint committees and representatives (including appointment of any new committees and removal of any old committees).
10. To delegate or renew therefore functional power to the Town Clerk to act in respect of urgent business arising between meetings of the Council.
11. To delegate or renew therefore functional power to the Town Clerk to make necessary payments to ensure satisfactory delivery of the Council's administrative functions.
12. To name Members authorised to sign cheques (Local Government Act 1972 – [Section 150(5)]).
13. To confirm the Mayoral Allowance 2020-2021 as determined by the Independent Remuneration Panel for Wales.
14. To confirm the Deputy Mayoral Allowance 2020-2021 as determined by the Independent Remuneration Panel for Wales.
15. To review the role of and appoint a Line Manager for the Town Clerk & RFO.