



Michael Lewis
Town Clerk

Lyme Regis Town Council

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Notice is given of the **Adjourned Annual Meeting** of the **Lyme Regis Town Council** to be held in the Guildhall, Bridge Street, Lyme Regis, on Wednesday 21st May 2008 commencing at 7pm when the following business is proposed to be transacted: -

M .LEWIS
Town Clerk
15.05.08

Prayers

A prayer will be offered by the Revd. J. Harrison

AGENDA

1. Public Forum

Twenty minutes will be made available for public comment and response, to include reports from the local County Councillor and District Councillors.

2. Apologies

To receive and record any apologies for absence.

3. Declarations of Interest

In accordance with the Code of Conduct, members to declare the existence and the nature of any personal or personal prejudicial interests in the following items as defined in the code and to indicate the action they will be taking when the item is considered.

Guidance note

Members are reminded that under the Code of Conduct it is the responsibility of individual members to declare a personal or prejudicial interest. A member who declares a personal interest may take part in the meeting and vote. If the interest is prejudicial, as defined by the code, the member must leave the room. Members with a prejudicial interest can still participate if a dispensation has been granted by the Monitoring Officer of the District Council.

4. To appoint representatives to outside bodies (Appendix A)

5. To appoint committees, sub-committees and working groups (Appendix B)

- *Policy Committee and Planning Committee each comprise all members of the Council*
- *The Chairmen to be elected at this meeting*
- *The Vice-Chairmen of these committees to be elected at the first meeting*
- *Chairmen and Vice-Chairmen of sub-committees to be elected at the first meeting*

- *“Election of Chairman” is the first item on the agenda at every meeting of working groups*

6. To consider the payment of any subscriptions falling to be paid annually (Appendix C)

7. To approve the signature of the minutes of the previous meeting held on 23rd April 2008 by the person presiding as a correct record.

8. To receive “Mayor’s Announcements” (Appendix D)

9. Planning Committee –

To receive the minutes of the meeting held on 14th May 2008 and note the Committee’s comments made on planning applications under the power delegated by Full Council.

10. Policy Committee –

To receive the minutes of the meeting held on 7th May 2008 and consider the recommendations therein.

11. Community Plan Implementation Sub-Committee -

To receive the minutes of the meeting held on 30th April 2008 and consider the recommendations therein.

12. To approve the list of payments for the period ending 30th April 2008 (Appendix E)

13. To be advised of working commitments which may impact on the Town Crier’s civic duties.

Town Clerk to report

14. To receive a report from the Town Clerk on the tenders received for the Ice Cream Kiosk situated on the Cart Road (confidential item)

The bids were opened with senior councillors earlier in the week and the action taken subsequently will be reported to the meeting.

15. To note any items that the Chairman decides are urgent