



All Members are summoned to attend a meeting of **ANNUAL COUNCIL** held on **MONDAY 15 MAY 2023**, in **THE GEORGE STREET CENTRE, GEORGE STREET, RYDE** commencing at **7.00PM** for the purpose of transacting the business as set out within the agenda below.

### **PUBLIC QUESTIONS**

Prior to the Council meeting commencing there will be a public forum of up to 15 minutes, if necessary, when there will be an opportunity for members of the public to ask questions of the Town Council regarding matters on the agenda.

## **AGENDA**

- 1. ELECTION OF MAYOR**  
To elect the Mayor.
- 2. MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE**  
The Mayor to sign the Declaration of Acceptance of Office.
- 3. ELECTION OF DEPUTY MAYOR**  
To elect the Deputy Mayor.
- 4. DEPUTY MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE**  
The Deputy Mayor to sign the Declaration of Acceptance of Office.
- 5. APOLOGIES**  
To receive apologies for absence.
- 6. DECLARATION OF MEMBERS' INTERESTS**  
To receive any declarations of pecuniary or non-pecuniary interests relating to items on the agenda and to remind Members to complete their Register of Interest forms.
- 7. REQUESTS FOR DISPENSATIONS**  
To receive and consider granting any written requests from Members for dispensations in respect of disclosable pecuniary interests. A copy of the request form is attached.
- 8. GENERAL POWER OF COMPETENCE**  
The Town Council declares that it meets all of the eligibility criteria as set out in The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 (S.I. 2012 No. 965) and wishes to readopt the General Power of Competence.

**9. MINUTES**

To take as read and confirm as accurate the attached minutes of the ordinary meeting held on 6 March 2023 ([PAPER A](#)).

**10. MAYORS ANNOUNCEMENTS**

- i. To receive any announcements from the mayor
- ii. To note the Annual Report of the outgoing Mayor Michael Lilley ([PAPER B](#)).

**11. CLERK'S UPDATE**

To receive an update from the Clerk regarding the following:

- i. St Thomas' Church renovations
- ii. Heritage High Street Action Zone – Grant
- iii. Ryde Marina Improvements
- iv. Strategy Day

**12. MEMBER'S QUESTIONS**

To receive any questions from Members concerning the business of the Town Council or about a matter affecting the town but which is not included on the agenda for the meeting or is not otherwise before the Council.

**13. EXTERNAL AUDITORS - BDO LLP UK**

Councillors are requested to declare if there are any conflicts of interest with Ryde Town Councils External Auditors – BDO LLP UK (<https://www.bdo.co.uk/en-gb/home>)

**14. COMMITTEE STRUCTURE**

- i. To approve the Committee Structure as outlined in the report ([PAPER C](#))
- ii. To approve the Committee Terms of Reference (Updated) ([PAPER D](#))

**15. THE APPOINTMENT OF MEMBERS TO THE PLACE AND NEIGHBOURHOOD COMMITTEE**

- i. To appoint 7 Members to the Town Council's Place, Neighbourhood and Planning Committee.
- ii. To elect a Chair of the Town Council's Place, Neighbourhood and Planning Committee

**16. THE APPOINTMENT OF MEMBERS TO THE FINANCE AND COMMUNITY RESOURCES COMMITTEE**

- i. To appoint 7 Members to the Town Council's Finance and Community Resources Committee.
- ii. To elect a Chair of the Finance and Community Resources Committee.

**17. APPOINTMENTS OF BANK SIGNATORIES**

To note the appointment of authorised signatories for the Town Council's banking arrangements as required under section 5 of the Council's Financial Regulations.

**18. APPOINTMENTS TO SUB COMMITTEES, WORKING GROUPS AND STEERING GROUPS**

- i. To appoint 3 RTC members to the Network Ryde Management Sub Committee
- ii. To appoint 4 members to the Community Development Sub-Committee
- iii. To appoint 5 members to the Community Projects Task Force
- iv. To appoint 3 members to the Grants Sub Committee
- v. To appoint 3 RTC members to the Ryde Marina Management group
- vi. To appoint 2 RTC members to the HSHAZ Steering Group
- vii. To appoint 4 RTC members to the Public Realm Working Group

**19. THE APPOINTMENT OF MEMBERS TO OUSIDE BODIES**

- i. 1 representative and deputy to Isle of Wight Association of Local Councils (IWALC)
- ii. 2 representatives to the Ryde Regeneration Working Group
- iii. 1 representative to Ryde Business Association
- iv. 1 representative to Ryde Carnival Association
- v. 1 representative and a deputy to the Waterside Community Trust.
- vi. 1 representative IW Mental Health Alliance
- vii. 1 representative and a deputy to the Isle of Wight Civil Military Partnership

**20. GOVERNANCE**

To note and approve the attached following Town Council governance documents.

**To note:**

- i. Place Plan ([PAPER E](#))
- ii. Corporate Plan ([PAPER F](#))
- iii. Position Statement ([PAPER G](#))
- iv. Press and Media Protocol ([PAPER H](#))
- v. Training and Development Policy ([PAPER I](#))
- vi. Network Ryde CCTV Policy ([PAPER J](#))
- vii. Equality and Diversity Policy ([PAPER K](#))
- viii. Disciplinary and Grievance Procedure ([PAPER L](#))
- ix. Complaints Procedure ([PAPER M](#))
- x. Vexatious Complainants policy ([PAPER N](#))
- xi. Safer Recruitment Policy ([PAPER O](#))
- xii. Network Ryde Safeguarding Policy ([PAPER P](#))
- xiii. Network Ryde Volunteer policy ([PAPER Q](#))
- xiv. Network Ryde Social Media Policy ([PAPER R](#))
- xv. Purchasing Policy ([PAPER S](#))

**To approve amendments to\*:**

- xvi. Standing Orders ([PAPER T](#))
- xvii. Updated Code of Conduct 2023 ([PAPER U](#))
- xviii. Financial Regulations ([PAPER V](#))
- xix. Social Media Policy ([PAPER W](#))

\*Amendments highlighted in **Yellow**

- 21. CALENDAR OF MEETINGS 2023/24**  
To agree the attached calendar of meetings for 2023/24 ([PAPER X](#))
- 22. MEMBERS REPORTS**  
To receive any reports from Town Councillors who have attended any meetings on behalf of the Town Council.
- 23. FINANCE AND COMMUNITY RESOURCES COMMITTEE**
- i. To receive the attached minutes of the Finance and Community Resources Committee held on 28 February and 22 March 2023 ([PAPER Y](#)).
  - ii. To receive any other recommendations arising from the meeting held on 25 April 2023. ([PAPER Z](#))
- 24. PLACE, NEIGHBOURHOOD AND PLANNING COMMITTEE**
- i. To receive the attached minutes of the Place, Neighbourhood and Planning Committee held on 24 January 2023, 14 February 2023, 7 March 2023, 28 March 23. ([PAPER AA](#) )
- 25. ST THOMAS REST GARDEN**  
To note the terms and approve the signing of the lease for St Thomas' Rest Gardens. ([PAPER BB](#))
- 27. DATE OF THE NEXT MEETING**  
To note the date of the next Full Council meeting will be 26 June 2023.

Signed:



Date: Tuesday, 9 May 2023

Should you require a copy of the agenda in a large print format please contact the Town Council. Copies of all documentation associated with this agenda will be made available on the Town Council's website and several paper copy agendas will be provided for the public at the meeting.