

ROYAL SUTTON COLDFIELD TOWN COUNCIL

Suite 6, AFE Business Centre, 62 Anchorage Road, Sutton Coldfield, B74 2PG

☎ 0121 663 1765 | email: enquiries@suttoncoldfieldtowncouncil.gov.uk

www.suttoncoldfieldtowncouncil.gov.uk

Mayor & Chairman **Cllr Terry Wood**

Leader **Cllr Simon Ward** | CEO **Ms Olive O'Sullivan**



12th May 2022

TO: All Members of the Town Council

Dear Councillor,

You are summoned to a meeting of Royal Sutton Coldfield Town Council on Tuesday 17th May 2022 at The Trinity Centre, starting at 7:30pm.

Councillors, officers and members of the public must adhere to any venue guidelines when meeting in person.

The meeting will consider the items set out below.

Olive O'Sullivan

Chief Executive Officer

7.30pm Public Question Time

Up to 20 minutes may be set aside for public participation.

Due to capacity restrictions within the venue, places are limited. To reserve your place please email enquiries@suttoncoldfieldtowncouncil.gov.uk or telephone 0121 663 1765.

Before the meeting there will be a public session to enable residents to ask questions of or make comments in respect of the business on the agenda. All questions must be submitted, in writing, to Olive.OSullivan@suttoncoldfieldtowncouncil.gov.uk before 5pm on Monday 16th May 2022.



1 Election of Mayor

New Mayor to sign acceptance of office and take the Chair.

2 Election of the Deputy Mayor

Deputy Mayor to sign acceptance of office.

3 Appointment of the Leader and Chairman of Strategy and Resources Committee

4 Apologies for Absence

Members to receive apologies for absence.

5 Elected Councillors 5th May 2022

a) Council to receive the list of elected Councillors

- [Elected Councillors](#)

b) Council to confirm that all Councillors present have made a Declaration of Acceptance of Office

c) Council to permit any Councillors who have not made their declaration to do so no later than the next meeting of the Full Council, scheduled to take place on 28th June 2022.

6 Declarations of Interest

Members to declare any interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct. (NB this does not preclude any later declarations.)

7 Appointment to Committees

- a) Strategy and Resources Committee
- b) Amenities, Leisure and Community Services Committee
- c) Planning and Highways Committee
- d) Human Resources Sub-Committee
- e) Sutton Coldfield Allotments Sub-Committee

8 Appointments to Outside Bodies

- a) Birmingham City Council Standards Committee
- b) Community Sports and Physical Activity Network (CSPAN)
- c) Langley SUE and Peddimore SPD Consultative Group
- d) Royal Sutton Coldfield Community Town Hall Trust
- e) Sutton Coldfield Business Improvement District (BID)
- f) Sutton Coldfield Chamber of Commerce
- g) Sutton Coldfield Charitable Trust
- h) Warwickshire Association of Local Councils (WALC)



9 Mayoral Cadet

Council to consider appointing a Mayoral Cadet from the Sutton Coldfield Sea Cadets to accompany the Mayor to Civic Events during their term of office.

10 Minutes of the Previous Meeting

To confirm and sign the minutes of the meeting of Royal Sutton Coldfield Town Council held on Tuesday 26th April 2022.

- [Draft minutes](#)

11 Matters Arising

12 Questions from Members

To receive any questions from members, submitted in advance of the meeting, regarding items that are not on the agenda.

13 Minutes of Committees

Council to receive the minutes and approve the recommendations from the committees.

a) Planning and Highways held on 3rd May 2022

- [Draft minutes](#)

14 Corporate Governance

Council to approve the governance documents

- a) [Standing Orders](#)
- b) [Financial Regulations](#)
- c) [Scheme of Delegation](#)

15 Appoint Bank Account Authorised Signatories

Council to appoint members to act as authorisers for Council payments.

16 Appoint Councillors for Checking Bank Reconciliations

Council to appoint two members to review and note the Council's bank reconciliations.

17 Adopt the General Power of Competence

Council to consider adopting the General Power of Competence.

- [General Power of Competence Report](#)

18 Use of Chief Executive Officer's Delegated Powers



19 Accounts for Payment

Council to approve payments as per the schedule and to appoint two members to complete online banking authorisation for these and any further payments throughout the month.

Members to note delegated payments made since the last Full Council meeting.

- [Accounts for Payments](#)
- [Delegated Payments](#)

20 Future Meeting Dates

Council to review and approve the draft timetable of meetings for 2022/23 and note that the next Full Council meeting will take place on 28th June 2022 at The Trinity Centre.

- [Draft Meeting Timetable](#)