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Our Reference: JJ

19th May 2005

Ladies and Gentlemen

In accordance with the provisions of the Local Government Act 1972, I hereby summon you to attend the Annual Meeting of the Council of the Borough which will be held at the Astoria, Rawtenstall on Friday, the twenty-seventh day of May 2005 at 7.00 pm precisely. Notice of the time and place of the meeting has been published as provided by the Act.

Please note that this is an occasion when Past Mayors' and Past Mayoresses' medallions may be worn.

AGENDA

1. ELECTION OF MAYOR

The Mayor will invite nominations for the position of Mayor.

Councillor D Ruddick will move,
Councillor W Challinor will second

That Councillor Jeffrey Davies Cheetham be elected Mayor of the Borough for the ensuing Municipal Year.

The Mayor will then make and subscribe the declaration required by law on acceptance of the Office and take the Chair.

2. DEPUTY MAYOR

The Mayor will invite nominations for the position of Deputy Mayor.

Members will recall that at the Council meeting held on 30th March 2005, it was agreed that Councillor P Steen be appointed Deputy Mayor for 2005/06.

The Deputy Mayor will then make and subscribe the declaration required by law on acceptance of the Office and take his place on the dias.

3. DECLARATIONS OF INTEREST

4. CONFIRMATION OF MINUTES

To receive as read and approve as a correct record the minutes of the Council Meeting held on 27th April 2005. A copy of the minutes will follow.

5. VOTE OF THANKS

Councillor D Hancock will move,
Councillor A Barnes will second

That the best thanks of this Council be tendered to Councillor June Forshaw and Mr Lawrence Forshaw for the excellent manner in which they have fulfilled their duties as Mayor and the Mayor's Consort of the Borough and also to Councillor Jeffrey Davies Cheetham and Mrs Anne Cheetham for the way in which they have fulfilled their duties as Deputy Mayor and Deputy Mayoress.

6. COMMUNICATIONS FROM THE MAYOR, THE LEADER OR HEAD OF PAID SERVICE

To receive any communications that the Mayor, the Leader, or the Head of Paid Service may desire to lay before the Council.

7. ELECTION OF COUNCILLORS

To receive the following report from the Chief Executive on the person elected Councillor on 5th May 2005 and also that they have made the necessary Declaration of Acceptance of Office.

<u>Ward</u>	<u>Name of Person Elected</u>
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Greenfield	CATHERINE PILLING
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8. APPOINTMENT OF LEADER AND DEPUTY LEADER OF THE COUNCIL

To appoint the Leader and Deputy Leader of the Council.

9. MEETINGS OF THE COUNCIL

To resolve that meetings of the Council for the ensuing Municipal Year be held at 7.00pm on 6th July, 3rd August, 31st August, 28th September, 26th October, 23rd November and 13th December 2005, and on 25th January, 22nd February, 22nd March and 19th April 2006.

10. SCHEDULE OF MEETINGS

To resolve that the Schedule of Meetings be approved. (to follow)

11. APPOINTMENT OF COMMITTEES

(i) To resolve that the appointment of Committees for the ensuing Municipal Year be made in accordance with Part I of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Group) Regulations 1990, as amended.

A proposal for the allocation of the seats to each group will be circulated and Council will be asked to consider the proposals.

(ii) having agreed the allocation of seats, to note each political groups' appointments to fill their allocation of seats on the Committees as notified to the Chief Executive and to make the appointments to each Committee, so as to give effect to the wishes of each political group.

Proposals from each political group for appointments to fill their allocation of seats will be circulated.

Proposals will be also made in respect of those Bodies to which the Political Balance rules do not apply.

(iii) to agree that in the event of a vacancy occurring on any Committee/ Sub-Committee during the municipal year, it be filled by the appointment of that Member from the political group to which the vacant seat is allocated as is notified in writing to the Chief Executive by the Leader of the Political Group so as to give effect to the wishes of the Political Group.

(iv) that in the event of a Member of a Political Group on the Council being unable to attend a particular meeting of the Committee/Sub-Committee to which he or she has been appointed by the Council, such Member may nominate a Member from his/her Political Group to whom the seat has been allocated to act as his/her substitute in accordance with the Constitution of the Council.

(v) to note the appointment of one Independent Member to serve on the Standards Committee and one Co-opted Member to serve on the Overview and Scrutiny Committee, details of which are as follows:-

Mr A Neville – Standards Committee (3 year term)
Dr M Lee – Overview and Scrutiny Committee (2 year term)

12. APPOINTMENT OF CHAIRS AND VICE CHAIRS

To appoint the Chairs and Vice-Chairs of the various Committees.
(Proposals will follow).

13. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

To appoint representatives to outside bodies.
(Proposals will follow).

14. CONFIRMATION OF OFFICER DELEGATION SCHEME AND TERMS OF REFERENCE OF THE EXECUTIVE

To confirm the Officer Delegation Scheme and Terms of Reference of the Executive as set out in the Constitution. (to follow)

15. RECOMMENDATIONS TO COUNCIL

Overview and Scrutiny Committee – 21st April 2005

(i) ANNUAL REPORT

At its meeting on 21st April 2005, the Overview and Scrutiny Committee considered its Annual Report, a copy of which will follow.

Council are recommended:

To receive the Annual Report of the Overview and Scrutiny Committee.

Executive – 25th May 2005

(ii) CAPITAL PROGRAMME- STREET SCENE AND LIVEABILITY *(Pages 7 - 9)*

At its meeting on 25th May 2005, the Executive will have been asked to consider a report on capital expenditure proposals in respect of the Street Scene and Liveability Corporate Improvement Priority. A copy of the report is attached.

The recommendations of the Executive will be submitted at the meeting.

16. EXCLUSION OF THE PUBLIC AND PRESS

To consider passing the appropriate resolution under Section 100 (A)(4) of the Local Government Act 1972 that the press and public be excluded from the meeting during consideration of the following item of business since it involves the likely disclosure of exempt information under Paragraph 9 of Schedule 12A of the Act.

17. RECOMMENDATIONS TO COUNCIL

Executive – 25th May 2005

(i) COMMISSIONING SERVICES - NEW FINANCIAL SYSTEMS *(Pages 11 – 14)*

At its meeting on 25th May 2005, the Executive will have been requested to consider a report on the procedures being adopted to replace the Council's core financial systems so as to secure a cost effective replacement without use of the Council's standard contract procedures.

The recommendations of the Executive will be submitted at the meeting.

18. EXECUTIVE ARRANGEMENTS *(Pages 15 – 23)*

To consider a report of the Head of Legal and Democratic Services on the various options for revised political arrangements and the consultation arrangements. A copy of the report is attached.

For Chief Executive

DATED this 19th day of May 2005