



# Colburn Town Council

Colburn Village Hall, Colburn, North Yorkshire, DL9 4LZ

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Office hours: Mon - Fri 9.00 – 14.00

**Colin Mincher**  
Town Mayor

**Michelle Dunning**  
Deputy Mayor

Dear Councillor

You are hereby summoned to attend the Annual Meeting of Colburn Town Council to be held in Colburn Village Hall on Monday 20<sup>th</sup> May 2024, commencing at **6 pm** for the purpose of transacting the following business

Philippa Graves  
Clerk to the Council

## AGENDA

1. Election of Mayor and Declaration of Acceptance of Office
2. Election of Deputy Mayor
3. Individual Reports from Member Representatives from Committees or Organisations
4. Appointment of Committee Members (list attached) to include up to two councillors to attend YLCA Branch meetings and represent the council as voting representatives
5. To review and adopt the terms of reference for the Open Spaces and Planning committees and the new Financial Regulations (regulations attached)
6. To review the current Asset register of land, buildings and equipment (list attached)
7. Annual Governance Statement by Members of the Council for the Annual Return (copy attached together with Internal Auditor's report)
8. Approval of Accounts for the year ended 31st March 2024 for the Annual Return AGAR (Accounts and AGAR attached)
9. Agreement of Mayor and Deputy Allowances for the year commencing 1st April 2024
10. Arrangement of the dates and times of meetings for 2024/25 (list attached)

**Members of the public are most welcome to join the meeting.**

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