



# Carterton Town Council

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**Ron Spurs** BSC MA MBA  
Town Clerk

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18 May 2016

Cllr M Brennan  
Cllr Miss S Coul  
Cllr N Leverton  
Cllr P Lewis  
Cllr Mrs L Little  
Cllr M McBride  
Cllr M Mead  
Cllr P Scott  
Cllr Mrs S Scott-Stovold

## SUMMONS TO ATTEND

You are hereby summoned to attend a meeting of the **ADMINISTRATION COMMITTEE** to be held in Carterton Town Hall on Thursday 26 May 2016 at 7.30 p.m.

The Press and Public are welcome to attend this meeting. Questions and statements will be taken from members of the public during the period of time which is designated for public participation, in accordance with the Town Council's Standing Order 1(d).

The Agenda for the meeting is attached

Yours faithfully

Ron Spurs  
Town Clerk

## AGENDA

### Apologies

- 1 Election of Chairman
- 2 Election of Vice-Chairman
- 3 To receive any Declarations of Interest in respect of items on this agenda as required by the Town Council Code of Conduct. Members are reminded that, in accordance with Town Council's Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests.
- 4 To receive the Minutes of the Policy and Resources Committee held on 5 April 2016 for Approval.
- 5 To receive the Minutes of the Finance Sub-Committee held on 12 April 2016 for Approval.
- 6 Adjournment of 15 Minutes for Members of the Public to raise matters
- 7 Carterton Crier - see attached report.
- 8 Events Policy - see attached report.
- 9 Financial Regulations - see attached report.
- 10 Mission Vision and Values Statement - see attached report.
- 11 Date of Next Meeting