



## **Padiham Town Council**

**Town Hall, Burnley Road, Padiham BB12 8BS Tel: 01282-968781**

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**The Town Mayor  
Councillor Mac Harrison**

**Town Clerk  
Steve Watson**

28<sup>th</sup> May 2024

Dear Councillor

The **Annual Town Meeting** for the above named Town is being held on Monday 3<sup>rd</sup> June 2024 in the Council Chambers, Padiham Town Hall, commencing at 7:00pm and all Councillors are summoned to attend to transact the business within the Agenda set out below.

Yours faithfully

**Steve Watson  
Town Clerk**

### **Business:**

1. Apologies for Absence
2. Declarations of disclosable pecuniary interests
3. To approve as a correct record the Minutes of the Annual Town Meeting held on 11<sup>th</sup> May 2023
4. To receive reports from Organisations
5. To receive resolutions from Parishioners
6. An opportunity will be given for electors to ask questions at this meeting
7. Date of next Annual Town Meeting Monday 12<sup>th</sup> May 2025

28<sup>th</sup> May 2024

**Councillor Mac Harrison – Town Mayor**

**The meeting will be followed by a Town Council meeting to discuss the following:**



**Town Councillors are summoned to attend a Padiham Town Council meeting which will be held on Monday, 3<sup>rd</sup> June 2024 in the Council Chambers, Padiham Town Hall.**

**Meeting of Padiham Town Council**

**7:00pm Monday 3<sup>rd</sup> June 2024**

**A G E N D A**

1. Apologies for absence and reasons given.
2. Declarations of Disclosable Pecuniary Interests (Members are invited to declare any Disclosable Pecuniary Interests they have may have in any matter identified for discussion at the meeting).
3. Formally adjourn the meeting to allow for Public Participation
  - a) Police Report
  - b) Town Centre Manager Report
  - c) Public Questions received in advance
  - d) County and Borough Councillor Reports
  - e) Padiham Organisation Reports
4. Formally reconvene the Town Council Meeting
5. Approve the Annual Statement of Accounts
6. Approve the Annual Governance Statement
7. Approve the Annual Return
8. Minutes
  - a) Minutes of the Town Council Meeting held on 15<sup>th</sup> April 2024 for approval.

**9. Mayor's Business**

- a) Heritage Trail

**10. Officer's Report including Administration, for information unless stated**

- a) Actions taken under the Minutes
- b) Correspondence

**11. Working Groups Membership 2024 and reports**

- a) Planning Working Group Feedback
- b) Events Working Group
  - i. Radios
  - ii. Ballroom Charity Bookings
  - iii. Community Room Rates
  - iv. Stage

**12. Items for Discussion**

- a) Council Chamber PA System
- b) Website
- c) Telephone Box update
- d) Bar Manager Report - MD
- e) Town Hall Bar Report – MD
- f) Deputy Mayor Chains of Office

**13. Finances**

- a) Budget Monitoring Report and Bank Reconciliations
- b) Payments of £12,467.68 and Receipts of £108,566.98
- c) Town Council Bank Balance £143,124.40
- d) Ballroom Bank Balance £9,239.70
- e) Petty Cash Report of -£306.74
- f) Credit Card Report of £0.00
- g) Financial Year End Report - MD

**14. Date of next Town Council meeting: Monday 1<sup>st</sup> July 2024 at 7pm**